





# Community Sports and Athletics

A. S. Barnes and Company  
1949







## *Acknowledgments*

Acknowledgment is hereby made to the many sports leaders in localities who cooperated in the preparation of this volume, to the recreation departments and to all others whose experience has been here recorded. The assistance of numerous recreation authorities, organizations and individuals that have given permission to quote from their publications is also gratefully acknowledged by the Association.

Special thanks are extended to the members of the Association's Advisory Sports Committee, each of whom read the manuscript in whole or in part and who offered helpful advice and valuable suggestions with reference to its contents. Members of the Committee are:

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☪ Acknowledgment is also due the members of the staff of the National Recreation Association who have helped with this publication, especially James Edward Rogers who rendered valuable assistance in the early stages of the preparation of the book. Upon George D. Butler fell the task of assembling the material and preparing it for publication.







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## *Introduction*

There has long been a need for a publication dealing in a comprehensive way with the problems involved in starting and conducting a sports program organized on a community basis and designed to serve the interests of all people. This book is published to meet this need.

Many agencies, public and private, afford an opportunity for people to engage in sports but none of them serves as large a number of people in as diversified a program as the public recreation department. It has long been recognized that any well-rounded recreation program includes sports.

This book represents the combined experience of a very large number of men and women responsible for sports programs in localities. It is not merely a revision of three earlier editions of *Recreative Athletics*. It is a fresh gathering and actual recording of experience so that what is best may be shared by all. It is not the creation of any single person or small group. *Community Sports and Athletics* was not brought together quickly. It has been in the process of development over a period of years and entailed much study and a heavy volume of correspondence. We believe the book is representative of the recreation movement.

All who through their financial support make possible the work of the National Recreation Association have a share in making publications like this available to help men, women and children not only in our own country but to some extent throughout the world.

NATIONAL RECREATION ASSOCIATION







# PART ONE

## CHAPTER I

### *History of Sports in America ~*

Sports have a significant place in the recreational life of the American people. In one form or another sports appeal to old and young, men and women, residents of city and rural areas. Millions of Americans enjoy taking part in sport, watching, others play, or both. Sports have become a traditional phase of leisure-time living. Happenings of unusual significance in sport often drive major world events from the news headlines. As Grantland Rice, the dean of sports writers, has said, "Sport appeals to more millions than politics, finance, the theater, motion pictures, literature, art or any other single entry you might mention."<sup>1</sup> Yet widespread participation in sport is a recent phenomenon in American life.

#### THE COLONIAL PERIOD<sup>2</sup>

In Colonial days the people of this country devoted little time to sport, for pioneer living conditions necessitated long

<sup>1</sup>"Setting the Pace," *The Sun*, New York, June 27, 1947.

<sup>2</sup>For a comprehensive volume dealing with sports in America, see Foster R. Dulles, *America Learns to Play — A History of Popular Recreation 1607-1940*. 1940. Many of the facts concerning sports prior to 1900, cited in this chapter, are based upon statements by Mr. Dulles.



and arduous toil. Work was all-essential and idleness not tolerated, and consequently persons had little time for recreation. Leaders in both church and state branded most forms of recreation as wasteful of time and energy, if not sinful.

✓ The sports engaged in were closely related to the frontier environment: hunting and fishing, marksmanship contests, sleigh rides, coasting and skating, boating, wrestling, running and jumping, and games associated with farm festivals. The love of sport which many colonists brought to America from England persisted in spite of the repressive influence, and forms of sport became increasingly more prevalent. Horse racing and fox hunting were especially popular in Virginia among the aristocracy. Cock fighting, animal baiting, and boxing, usually carried on surreptitiously and often associated with taverns, were enjoyed by all classes. Ball playing was common, and games like cricket, bowling, battledore and shuttlecock were played in varying ways in different parts of the Colonies.

#### NINETEENTH CENTURY SPORTS

• During the first half of the nineteenth century the widespread application to the business of developing the country and the intense disapproval of idleness combined to discourage the development of sports. The growth of cities brought about a curtailment in participant sports in the urban centers because of crowded living conditions and lack of suitable open spaces. These forces could not suppress the desire for recreation or eliminate the interest in sports, however, and spectator sports flourished during this period. Horse races, rowing and sailing regattas and foot races attracted thousands of enthusiastic spectators. Professionalism was the rule, and betting was widespread. Prize fighting, though officially banned, gained in popularity. These activities were a poor substitute for games and contests for large numbers but they sustained an interest in sports for several decades and paved the way for the subsequent widespread public participation in a diversified program.

✓ About the middle of the century women for the first time began to engage actively in sports. Ice skating was among the first activities in which they participated. Only the most venturesome patronized public bathing places, especially in mixed company.



The period following the Civil War was characterized by a remarkable expansion in participant sports and a breaking down of the prejudice against them. Even before the Civil War the idea that sports contribute to a healthier, saner race was beginning to gain acceptance. The development of games in which many individuals could take part was a factor in the rising growth of sports. Croquet brought men and women together in an enjoyable outdoor activity, and with archery and lawn tennis formed the original trio of corecreational sports. Roller skating, first introduced as a fashionable sport, soon was enjoyed by large numbers of men, women and children. Bicycling achieved a most spectacular development, accompanied by the organization of clubs, the promotion of bicycle parades, drills, racing meets and hill-climbing contests. The professional, spectator characteristics of the sports events in the earlier decades had a minor place in these new activities.

The development of the game of baseball about the middle of the century exerted a most significant influence upon the future of sports in America. Because it involved less expense than boating or horseback riding, for instance, many more people were able to take part. As an outdoor, skilled and highly competitive sport it strongly appealed to young men. Professionalism and gambling for a time brought baseball into disrepute, but it gradually won a place for itself in every American community and became recognized as the national game. By the end of the century it was far and away the country's leading sport.

Other significant developments took place in the late 1800's. One was the growth of interest in such "society sports" as yachting, sailing and polo. The rise of prize fighting as an indoor spectator sport was paralleled out of doors by the keen enthusiasm for collegiate football. Basketball achieved immediate popularity as an indoor winter sport following its invention in 1891. The country club, a new institution, was the center for a variety of outdoor pastimes but became chiefly noted for its promotion of the game of golf. The first golf club, organized in 1888, initiated into this country a sport that was to expand incredibly in popularity in the succeeding decades. Bicycling, called the most universal sport of town, city and country, was enjoying its golden age in the 1890's.



## DEVELOPMENTS 1900 — 1940

The expansion in sports since the turn of the century, both in the variety of activities and in the numbers of people enjoying them as participants or spectators, far exceeded that of any previous period. In schools, churches, clubs, industries, private agencies and municipal recreation centers; in parks, school athletic fields, neighborhood playgrounds and private recreation areas, millions of Americans in 1940 were engaging in formal sports competition or in occasional play with their families, friends and neighbors. According to estimates, twelve million Americans fished, five million bowled, and an equal number played billiards and engaged in shooting. Softball, table tennis, hunting, golf and tennis were among the sports which claimed between three and five million participants each. Prior to the Second World War the estimated annual attendance at sporting events in the United States exceeded 365 million or an average of one million per day. Basketball led with ninety million spectators, followed by softball, baseball, football, boxing and horse racing in the order named.<sup>3</sup>

*Factors*

In this development between 1900 and 1940 various factors emerged. The following, some of which were closely related, are among the most significant:

*Effect of the Automobile.* The universal use of the automobile brought about far-reaching changes in sport and in the recreation of the American people. Motoring not only replaced bicycling but it made possible widespread participation in many other outdoor pastimes. The automobile brought the picnic center, golf course and bathing beach within reach of a large part of the population, and it made fishing and hunting grounds accessible to millions of sportsmen. The development of state and national parks and forests as recreation centers for the people became feasible when they had an inexpensive

<sup>3</sup>Frank G. Menke. *The New Encyclopedia of Sports*. 1947.



means of reaching these areas. Later the very congestion caused by the automobile led many to satisfy their desire for sport at centers in their own neighborhood or community.

*Governmental Provision for Sports.* Prior to 1900 government agencies encouraged or furnished few opportunities for sport. Sports had been provided largely through private initiative, either on a commercial or club basis. The acceptance by local government of responsibility for the people's recreation, including sports, has become general since 1900. This resulted in markedly increased municipal sports programs and facilities, and in the provision of activities for all the people on a democratic basis. Promotion of sports was no longer left exclusively to individuals seeking a maximum profit or to groups concerned solely with their own advantage, but it became a matter of public concern.

*Expansion in the Variety of Sports.* Greater opportunities for participation in sports and increased facilities were accompanied by a multiplication of the games and activities that comprise the field of popular sports. Winter sports were an outstanding example, for a great variety of skiing and other events were devised to attract the growing army of winter sports enthusiasts. Aquatic sports also became more diversified. Swimming topped all others in the numbers taking part, and motorboating became exceedingly popular. Lawn, court and table games multiplied in number and many of them such as clock golf, badminton, shuffleboard, handball and table tennis—to name only a few—were played throughout the land. The amazing though short-lived popularity which miniature golf achieved in 1930 illustrated the readiness with which the American public welcomed a novel sport. More significant was the acceptance of such games as softball, touch football and paddle tennis, which are modifications of popular games designed to reduce space, expense or risk of accident in order to enable more people to enjoy them. Bowling, trapshooting and hiking represent widely different activities that won a high place in the sports program. Aviation and the flying of model powered planes were late additions to the growing list of sports.



*Emphasis on Championships.* Many of the sports mentioned above are activities in which little organization is required, participation is by individuals rather than by teams, and the element of competition is secondary. However, the exploitation of outstanding players and teams and the promotion of championship events were also characteristic of sports in the 1900's. Examples in international sport were the Olympic Games, the Davis Cup tennis matches, the yacht races for the America's Cup and the Walker Cup golf matches. Here at home events like the World Series in baseball, championship prize fights and golf tournaments and intersectional football games received nationwide attention. There were few sports in which state and national championship matches or tournaments were not run off each year. Record-breaking performances were widely publicized and public appearances of championship teams and individual athletes were in great demand.

*Multiplicity of Sports Agencies.* The wave of popularity that sports achieved was accompanied by the multiplication of agencies promoting sports. Some of these conducted activities primarily for their members, others for groups in the community; still others for the financial profits derived. The nature and scope of these programs varied as widely as the purposes motivating them. Typical of the organizations promoting sports are the schools, colleges and universities; churches; industries and commercial establishments; labor unions; farm organizations; junior chambers of commerce, luncheon clubs and the American Legion; voluntary and youth-serving organizations such as the Y.M.C.A., Scouts, Catholic Youth Organization, Y.M.H.A. and boys' clubs; newspapers, commercial recreation agencies of many kinds; municipal and county recreation departments and the multitudinous local, state and national associations, like the Amateur Athletic Union, promoting a particular sport or several of them.

↓  
*Growth of Professionalism.* Professionalism, as previously noted, has played a major role in sports in America. The twentieth century increase in their promotion on a professional basis was therefore not surprising. Baseball continued to lead,



but to the list of sports long played by professionals were added football, tennis, ice hockey and basketball. The construction of indoor arenas and the installation of lights at outdoor sports areas contributed to the trend. Outstanding performance as an amateur was looked upon by many as a stepping stone to participation in the sport on a professional basis. In spite of this tendency, the increase in the number of amateur players since 1900 has more than kept pace with the number of individuals who are paid for playing.

### *Causes*

The causes of the marked awakening of public interest in sports between 1900 and 1940 and the reasons underlying the factors during that period are many and varied but a few are of special significance.

The increased amount of leisure resulting from shortened hours of employment enabled people to devote more time to sports, especially over the week end. The establishment of physical education and sports programs in schools and colleges gave millions of children and youth training in sports skills and a desire to continue on in sports after leaving school. Changes in the status of women made it easier to promote sports programs for women and girls and accelerated the tendency toward the development of corecreational programs. The number of workers in store, office and factory, who performed routine repetitive tasks requiring little exercise of their physical powers, increased greatly. Both employers and employees recognized the need for workers to engage in some form of sport in their leisure hours. The value of wholesome sports as a means of fostering health, morale, and citizenship was so clearly demonstrated that the long standing opposition to this form of recreation vanished completely.

The acquisition of large recreation areas by local, state and federal authorities and the development of these areas for sport enabled people with modest incomes to take part in activities formerly available only for the well-to-do. The playgrounds, playfields and athletic fields which became an essential part of the municipal recreation system brought opportunities for par-



ticipation in sport near the homes of the people. The provision of leadership for the organization and conduct of municipal sports programs and for guidance in the use of available facilities helped swell the ranks of sports enthusiasts.

✓Commercial interests such as equipment and clothing manufacturers, owners of private sports facilities and resorts, retail stores, transportation companies and hotel owners, realizing the profit to be gained by promoting sports for the people, also played a large part in arousing public interest in certain forms of sport. Increased salaries and wages afforded large numbers the means for taking part in individual sports and made possible the expansion of commercialized sports on a large scale. Estimates of the amount annually spent for sports ran as high as four billion dollars, and much of this expenditure was due to the effort of commercial agencies to capitalize on the appeal of sports for increasing numbers of people.<sup>4</sup>

## SPORTS IN WORLD WAR II

\*Sports, like every other aspect of American life, were affected by the Second World War. The draft removed millions of young men and a large number of young women from civilian life and activities. Men and women worked long hours in war industries, leaving little time or energy for participation in sports. Gas rationing, which curtailed transportation to outlying areas, greatly reduced the amount of golf, skiing, hunting, trapshooting and many other activities. Restrictions on travel affected intersectional competition; national meets in a number of sports were eliminated; and certain sports such as horse racing were drastically curtailed. The construction of indoor and outdoor sports facilities came to a stop except in special war impact areas. Unprecedented interest was shown in neighborhood sports programs in cities throughout the country, and athletic activities led in popularity in the recreation programs initiated or expanded for workers in hundreds of industrial plants. Many of these programs functioned around the clock in order to meet the needs of night-shift workers.

Sports groups were formed to help prepare young men for  
 \*Federal Security Agency, *Recreation — A National Economic Asset*. p. IV. 1945.



strenuous army life. Especially significant was the development of a comprehensive sports program for the personnel in the armed forces, resulting in an unprecedented participation in a great variety of activities. Facilities provided by the Army and Navy for its personnel included bowling alleys, athletic fields, golf courses, tennis courts, volley ball and badminton courts, roller skating rinks, swimming pools, gymnasiums, beach clubs, rowboats and fishing tackle. An estimated fifty million dollars were spent for recreation facilities by the Navy alone during the war years.<sup>5</sup>

Thousands of officers and enlisted personnel, trained and experienced in recreation, and especially in the field of sports, gave leadership to this phase of the program. They adhered to the policy of "participation for all" and gave major emphasis to an intramural sports program, although inter-camp or station competition was also carried on. The enthusiasm with which the servicemen participated in the program and the value of sports in sustaining their morale have been reported by top-ranking officers in the various services.

Sports played a significant role not only in the training camps and combat areas, but also in the hospitals and the centers established for rest and recuperation from the stresses of battle. "Today these same athletic activities, ranging from a simple one-response game such as horseshoe pitching to group competitions such as baseball and volley ball, are being used to help heal war neuroses acquired by veterans on overseas battle-grounds."<sup>6</sup> Sports proved their value, too, in the prison camps, where they contributed greatly to the mental state of the men.

## DEVELOPMENTS SINCE WORLD WAR II

Many leaders in the field of sport have prophesied that the years following the Second World War will bring an unprecedented expansion in sports. Sufficient time has not elapsed to indicate clearly the direction, nature or extent of this development but a few events since the end of the war point the way toward future trends.

<sup>5</sup>Capt. Ralph E. Wilson, "Lessons from a Global Recreation Program," *Recreation*, March, 1946, p. 626.

<sup>6</sup>S. W. Morris, "Sports Heal War Neuroses," *Recreation*, October, 1945, p. 343.



Spectator interest in sports is on the increase. New highs in attendance figures for baseball, basketball, football, golf matches, horse racing and other sports, have been due in part to the popularity of amateur as well as professional contests. In commenting on the sports record in 1946, Grantland Rice stated, "Never before in the history of amateur or professional sports in the United States did so many wild-eyed enthusiasts storm through the turnstiles of outdoor stadiums and indoor arenas to witness almost any kind of competition . . . the attendance at sports spectacles was overwhelming and the money involved was enormous."<sup>7</sup>

A remarkable expansion in sports areas and facilities is in prospect. Municipal postwar improvement programs include plans for new swimming pools, athletic fields, neighborhood sports facilities and centers for winter sports.<sup>8</sup> Recreation areas and buildings, stadiums, athletic fields and other sports centers outnumber other forms of living war memorials that have been approved by cities throughout the country.

Trained and qualified leadership for the guidance of sports programs for children and youth is becoming increasingly important. Sports are widely recognized as a positive factor in an attempt to curb juvenile delinquency.

The demand for greater opportunities to engage in sports is already making itself felt, especially by the large numbers of young men and women in the armed forces who enjoyed participation in sports for the first time. The increasing enrollment since the war in teams and leagues sponsored by community agencies, and the mounting popularity of commercial sports offerings are due in part to the interest in sports developed in wartime.

Opportunities for the development of skills in aquatic sports are being expanded. Swimming, already the most popular of participant sports, won many new supporters by its demonstrated survival value in wartime. Several national organizations have taken steps to encourage the development of more effective programs, the training of aquatic leaders and the full utilization of existing facilities for aquatic sports

<sup>7</sup>"Sports of 1946," *Information Please Almanac*, 1947, p. 6, 1947.



Inability of manufacturers at first to meet the demand for consumer goods essential to outing activities indicates a mounting public interest. Motorboats, fishing tackle and firearms are typical of the sports equipment that has been in short supply since the war. The record-breaking crowds that are attending motorboat shows, exhibitions of sports and outing equipment, and similar events afford evidence that the wartime curtailment of outing activities was only temporary. Probably, wartime itself with the heightened demands made on the soldiers as well as the civilian worker increased the desire for sports. The *American Legion Magazine* reported a survey revealing that 70 per cent of the servicemen said they wanted to hunt; 62 per cent said they intended to go fishing.<sup>8</sup>

Succeeding years will undoubtedly see the development of sport in new and ever-widening channels, which will carry along on its current an increasing number of Americans eager to adopt one sport or the other for leisure hours of recreation.

#### COMMUNITY SPORTS AGENCIES

The American sports tradition is the product of a variety of forces and has been developed through the efforts of many agencies, as the preceding pages have indicated. Some of these agencies have been motivated primarily by the desire to make a profit; many others were formed for the purpose of enabling their members to engage in favorite forms of sport. A third group of agencies concerned with sport promoted activities for the benefit of the community at large, without thought of financial gain or special advantage to any restricted membership group. The municipal recreation department is the outstanding representative of this group, which also includes a number of privately supported organizations. The remainder of this book is devoted to community sports agencies—their functions, and the content, organization and administration of their sports programs.

<sup>8</sup>Albert M. Day, "The Future of Wildlife in America," *American Planning and Civic Annual*, p. 42. 1946.



*Organization for Community Sports*

Soon after 1900 the public conscience in America was awakened to the need for concerted action to alleviate or counteract the unwholesome living conditions that had developed, especially in cities. One result was the beginning of the public recreation movement through which local government accepted responsibility for providing recreational opportunities for its people. From the start, sports have had a large part in municipal recreation programs. In many localities where government failed to act community agencies were formed by private groups to extend the benefits of sport to more people.

Several factors had restricted participation in sport. Some activities had been introduced by the aristocracy, and an attempt had been made to keep them exclusive. Even though these efforts were usually unsuccessful, the cost of these sports when made available to the public was so high that a large section of the population failed to benefit from them. The scarcity of areas and facilities in most communities automatically excluded a majority of the people from using them. The promotion of some sports had been taken over largely by unwholesome elements which hindered their development and deterred many people from engaging in them. Many sports agencies were primarily interested in the development and exploitation of champions; the concept of "sports for all" was still in the making. The domination of some sports by professionalism had handicapped their progress on an amateur basis.

Community sports agencies were organized primarily to bring opportunities to the population at large rather than to combat evils in sport. The growing emphasis upon sports in the educational program lent support to the movement to provide sports on a community basis. The subsequent increase in people's leisure, the rise in the standard of living and the public awakening to the value of all forms of recreation, including sport, enabled these community agencies to play an important part in shaping the pattern of sports in America.



### Growth of Community Sports

Pioneers in the movement had a restricted view of the activities comprising a community sports program, as compared with present-day standards. This is illustrated by the reports of two committees, Athletics for Boys and Athletics for Girls, presented to the Second Annual Playground Congress in 1908. The first committee limited its recommendations to field events, apparatus work and calisthenics; the girls' committee had a broader outlook, defining athletics as "track and field events and such games as basketball, baseball, volley ball, captain ball, hockey, tennis, etc."<sup>9</sup> The expanding content of community sports programs is indicated by the increase in the number of activities included in the reports submitted from year to year by local agencies to the *Recreation Year Book*.<sup>10</sup> In 1916 only three sports activities were reported; in 1926, eleven; in 1936, twenty-four, whereas in 1946 the number of activities had grown to thirty-eight.

The number of cities providing community programs likewise increased several fold during this thirty-year period, as the following table based on *Year Book* reports indicates:

Type of activity	Number of cities reporting in			
	1916	1926	1936	1946
Skating (ice).....	102	224 <sup>11</sup>	341	594
Swimming .....	55	...	570	981
Hiking (organized)...	197 <sup>12</sup>	196	364	567

Other comparable figures are not available for this period but during the single decade between 1936 and 1946 the number of cities reporting several forms of sport increased as follows: badminton, 260 per cent; shuffleboard, 183 per cent;

<sup>9</sup>National Recreation Association, *Proceedings of the Second Annual Playground Congress*, p. 329. 1908.

<sup>10</sup>The *Recreation Year Book* records the service of community recreation agencies in the United States and Canada. It contains information as to their administration, leadership, expenditures, facilities and activities.

<sup>11</sup>This figure represents the number of cities reporting "winter sports" in 1926.

<sup>12</sup>This figure represents the number of cities reporting "tramping" in 1916.



archery, 178 per cent; skiing, 176 per cent; indoor bowling, 109 per cent; basketball, 100 per cent; softball, 92 per cent; volley ball, 89 per cent; baseball, 81 per cent, and horseshoes, 71 per cent. Touch football was not reported in 1936; otherwise it probably would have had a place in the preceding list.

### Facilities

Community areas and facilities for sport also multiplied in number and in variety. In 1916 only swimming pools and bathing beaches were reported in the *Year Book*; in 1946 more than twenty types of outdoor sports facilities were recorded. The increase in several major sports facilities between 1926 and 1946 is presented in the following table. Although these figures are incomplete they indicate the marked expansion in the decade following 1926. The failure to maintain this growth in the next decade was due primarily to the wartime curbs on the construction of sports facilities.

Type of facility	Numbers reporting in		
	1926	1936	1946
Baseball diamonds . . . . .	2,972 <sup>13</sup>	3,568	4,323
Bathing beaches . . . . .	276	516	618
Swimming pools . . . . .	693	1,142	1,407
Picnic grounds . . . . .	1,417	2,065	3,954
Ice skating rinks . . . . .	1,506	2,411	3,138
Tennis courts . . . . .	6,254	10,029	11,847

The contribution of community recreation agencies to sports in America is strikingly illustrated by a few figures which, though incomplete, indicate the extensive use of community facilities in 1946. The total attendances reported at bathing beaches in a limited number of cities exceeded 142 million; at swimming pools nearly 26 million; at softball diamonds more than 39 million; at picnic areas more than 15 million; at ice skating areas nearly 13 million; at golf courses 8 million, and at baseball diamonds 18½ million. Attendances varying from two to five million were reported at each of the following: handball courts, horseshoe courts, shuttleboard courts and tennis courts.

<sup>13</sup>This figure represents the number of "ball fields" reported in 1926.



*Activities*

Thirty-eight activities commonly included in community sports programs are listed in the following table which also indicates the number of cities in which these sports were reported to have been organized, promoted, or supervised on a community basis in 1946.<sup>14</sup>

Activities	Cities Reporting	Activities	Cities Reporting
Softball .....	1,268	Soccer .....	406
Baseball .....	1,212	Swimming tests—NRA	369
Basketball .....	1,099	Football .....	345
Horseshoes .....	1,072	Golf .....	331
Volley ball .....	1,049	Handball .....	294
Tennis .....	1,003	Coasting .....	284
Swimming .....	981	Skiing .....	284
Table tennis .....	946	Ice hockey .....	246
Badminton .....	800	Supervised roller skating	238
Touch football .....	721	Supervised bicycling ...	197
Paddle tennis .....	685	Bowling—indoors .....	196
Track and field .....	667	Six-man football .....	179
Croquet .....	657	Tobogganing .....	143
Athletic tests .....	598	Boating .....	141
Ice skating .....	594	Shooting .....	116
Shuffleboard .....	584	Bowling-on-the-green ..	110
Hiking .....	567	Field hockey .....	101
Boxing .....	539	Model boating .....	74
Archery .....	448	Roque .....	69

In spite of the remarkable progress achieved in making sports available to the people, many communities throughout the country still afford little opportunity for enjoying them. Most community programs serve only a part of the population and offer a limited number of activities. Few cities have the areas and facilities that make possible diversified indoor and outdoor programs for all their people. Leadership is often inadequate to assure the maximum use of existing facilities or the effective organization of activities. Fees and charges in some cases place existing programs beyond the financial reach of large sections of the population.

<sup>14</sup>National Recreation Association, Year Book issue, *Recreation*, June, 1947, p. 117.



The need for a more adequate provision for sports is unquestioned. Sampling studies of recreation interests have repeatedly demonstrated the unsatisfied desire for sports. This public desire for wholesome sports and the contribution sports can make to American life presents a challenge to all community sports agencies.



## CHAPTER II

### *Objectives and Principles ~*

Distinguishing characteristics of community sports programs are the diversity of their activities, the wide range of ages of both sexes served and the opportunity they afford for individuals of widely different skills and interests to enjoy the programs as participants or spectators. These characteristics are neither the result of chance, nor brought about by the unrelated efforts of a few sports enthusiasts. They prevail because successful programs are directed toward sound, carefully determined objectives and are conducted in accordance with fundamental principles essential to the attainment of these objectives. Some of these objectives apply solely to the community sports program; others underlie all wholesome programs in the field of sports, whether carried on by schools, clubs, industries or other groups.

#### OBJECTIVES

The chief objectives of the community sports program may be summarized as follows:

1. *Provide satisfying, enjoyable leisure-time activities for all people.* Like other parts of the community recreation pro-



gram the sports program is designed to satisfy the desire for wholesome activities which people can enjoy as participants or spectators, or both. Each individual engages in the sport program entirely from choice and because he finds satisfaction in doing so. The success of the program depends primarily upon the degree to which it brings joy and satisfaction to the individuals served and upon the number who are benefited by it.

2. *Serve the sports interests of all in the community.* Young and old of both sexes and all races, regardless of economic status, creed or employment, share in the program. Activities can be provided that appeal to people of all ages, regardless of their skill or physical prowess; girls and women share equally with boys and men. The facilities that make programs possible must be distributed throughout the community so as to be accessible to all.

3. *Provide activities throughout the year.* Interest in sport is not restricted to one or two seasons or to a few months of the year. People's interest and desire to participate in sport are strong in all seasons. Special emphasis is laid upon seasonal sports such as boating, skiing and ice skating, but other challenging activities round out the twelve-month program.

4. *Help the individual acquire skills in sport.* Sports are no exception to the rule that people derive the greatest satisfaction from the things they do best. The person with unusual skill or ability in a particular sport is likely to enjoy it more than one who lacks skill. What is more, a person who has had no experience in a particular sport may hesitate to engage in it unless he has an opportunity to learn the skills essential for satisfactory play. The community sports program therefore affords individuals the means not only for acquiring greater ability in sports they already enjoy but also for learning the fundamental skills in new activities.

5. *Contribute to the physical development and well-being of all who participate.* Children and youth need to engage in active, strenuous activities, and with proper safeguards they receive great physiological benefits from participation in sports. Adults also achieve a high degree of physical well-being when they engage in activities suited to their physical condition. The



community sports program, by providing activities that make widely divergent demands upon the strength and stamina of the participant, fosters his physical development and contributes to his health. It provides a challenge to the growing powers of children and young people.

✓6. *Encourage the development of desirable character traits.* Sportsmanship, fair play, teamwork, perseverance, cooperation and other desirable qualities and attitudes are by-products of properly conducted sports programs. Participation in sports can be satisfactory only when the rules of the game are recognized and observed by all. In the community sports program democratic procedures are followed, and participants share in drafting the rules and regulations governing the program. Under such a plan the enforcement of rules becomes relatively simple, and the importance of cooperation and fair play can be clearly demonstrated. The achievement of this objective depends largely upon the quality of the leadership of the sports program.

✓7. *Add to the personal growth and social enrichment of the individual.* The community sports program does more than enable individuals to engage in physical activities which appeal to them. Few sports can be enjoyed by one person alone; most of them involve a team or group. Through sports, the individual meets others with similar interests, thereby widening his horizons, enlarging his acquaintances, and enriching him as a social being. Much of the value and satisfaction resulting from participation in sports lies in the opportunity they offer for personal development and wider social experience. This undoubtedly is one reason for the growing popularity of corecreational sports.

✓8. *Contribute to the mental health of the individual.* Participation in sport as a form of recreation brings a sense of mental well-being by providing healthful releases for pent-up physical and mental energy. It affords a change from the nervous strain of modern living and from the workday experience. The emotional satisfaction and relaxation that result from participation in suitable forms of sport contribute directly to mental health.

✓9. *Make for a spirit of unity, solidarity and good will in the community.* Many activities tend to divide the people of a city



into groups that differ in their social, economic, racial or religious status. Such groups often have conflicting objectives and interests. Sports, on the other hand, help eliminate such distinctions and bring together in a common interest individuals from widely different backgrounds. In this way sports help unite the people.

40. *Foster the development of leadership ability.* Few activities offer a better opportunity than do sports for the discovery and development of leadership qualities and powers. Many phases of the program, particularly team games, involve situations that require the practice of leadership from inside or outside the group, or both. Through sports, children and young people are encouraged to accept and carry through responsibilities. Through them the energies of natural leaders are directed into wholesome channels.

41. *Furnish outlets for the desire for competition.* The urge to compete with others and to surpass them, if possible, is a significant factor in American life. Sports afford one of the most natural and wholesome outlets for satisfying the desire for competition. They lend themselves to competitive activity more readily than other forms of recreation. The sports program affords opportunities for individuals and teams to match their strength, stamina and skill against others in fair athletic competition.

## PRINCIPLES

Experience has demonstrated that the objectives previously listed can be attained only if certain basic principles are recognized and put into effect. These principles involve certain factors or elements found in successful community sports programs. These factors, a list of which follows, will be developed more fully in later chapters where the methods used in applying them in the organization and conduct of sports programs will be indicated.

1. *A responsible, constituted authority.* An agency, department or committee must be responsible for the program. This may be a municipal athletic association, a city recreation department, or any other appropriate group. The many duties involved



in organizing and administering a sports program for the community must be performed by an agency which can marshal the resources necessary for the conduct of the program.

2. *Trained, competent leadership.* A trained supervisor of sports, superintendent of recreation, playground director, athletic coach or other leader, must be in charge. In small communities the leader may serve on a volunteer basis. A diversified program cannot be carried on effectively without the services of one or more such workers.

3. *Democratic planning and management.* The individuals and teams taking part in the organized program share in determining the policies, adopting the regulations governing competition, and administering the program. This is accomplished through the formation of committees, councils and leagues for the individual sports or for the program as a whole. Democratic procedure, not autocratic control, assures continuing interest and participation.

4. *Qualified officials.* Few factors play a more important part in assuring satisfactory participation in competitive sports than competent, trustworthy officials. The community sports program cannot long be successful without them.

5. *Volunteer leadership.* Many of the duties involved in promoting and conducting the program can be performed by unpaid workers, who may or may not be participants in it. Use of such workers makes possible a more extended program, as funds for paid workers are limited. The recruiting, training and use of volunteer leadership among children, youth and adults is desirable.

6. *A wide range of activities.* Diversity draws people of different ages and interests into the program and enables more individuals to be served. A sports program of many activities fully utilizes facilities of various types and sizes, and encourages play throughout the year.

7. *Different types of organization.* Leagues, tournaments, meets, play days, informal participation by individuals and groups—all have a place in the program. Some people like formal competition, others do not. Some wish to participate regularly; others prefer occasional, informal play. Various methods of organizing sports should be utilized.



8. *Activities requiring different degrees of skill.* People find little satisfaction in competing with others who are far superior or inferior in skill or ability. A sports program makes it possible for everyone, whether a "dub" or a "star," to engage in sports with others of comparable skill. As the individual becomes more proficient in the sport, he should advance into a more skilled group; if he cannot keep up with the class of competition in which he formerly played, he should not have to drop the sport entirely.

9. *Equal consideration to both sexes.* Until recent years men and boys largely dominated the community sports program, and relatively little provision was made for women's and girls' activities. The growing interest and participation of girls in school athletic programs is creating a demand for more sports opportunities for this group. The provision of women leaders is desirable for this part of the program.

10. *Activities for people of all ages.* Sports are commonly associated with teen-agers and young adults, but there is a place in the sports program for all, from the young child to the oldest adult. Even the physically handicapped are able to take part successfully in various forms of sport. The activities and the methods of conducting them should be modified where necessary to meet the limited abilities of the individuals, old and young, who participate.

11. *Protection for the player's health.* Every reasonable precaution should be taken to make sure that the health of no player will be harmed. Health examinations and in some cases proper training procedures are essential before individuals participate in strenuous sports. It is often desirable to limit the periods of play, prescribe equipment or otherwise fix conditions of competition to assure healthy and safe participation.

12. *Safe and satisfactory playing conditions.* Indoor and outdoor facilities, equipment and supplies should assure conditions that minimize the danger of accidents. Accidents from poor surfaces, defective equipment, improper supplies, or obstacles in or near playing areas, are inexcusable, generally. Modifications in the dimensions of playing areas and in the equipment should be made where desirable because of the age or sex of participants.



13. *Instruction in sports skills.* Participation in activities has mounted rapidly in cities where classes have been held for beginners and advanced groups. Teaching people fundamentals in sport is one of the most effective ways of affording them greater leisure-time satisfaction. The young learn skills most quickly, but instruction can help make many activities attractive to persons beyond middle age.

14. *Good publicity.* All suitable media for publicizing the sports program should be utilized. Publicity informs the public of sports opportunities and facilities, reports the results of sports events, interprets the value of the sports program and recruits participants and spectators.

15. *Wise use of awards.* Participation for the joy of playing rather than for the purpose of winning a valuable prize should be stressed. Simple, significant, inexpensive awards may be desirable, but the use of expensive awards should be avoided. Awards are a minor factor in the program.

16. *Corecreational sports.* These merit a significant place in the program. Many of the less highly organized or less strenuous activities are enjoyed by both sexes when played together, especially by teen-age and older groups. The recent rapid growth in popularity of many sports is due to the fact that men and women can engage in them together.

17. *Cooperation with other agencies.* The program must be related to the activities provided by other agencies, especially the schools. It should furnish outlets for the skills and interests which young people have developed in school and college. The policies, standards, and activities should supplement and strengthen those of the school authorities and not be in conflict with them. Insofar as other agencies in the community are providing satisfactory sports programs, the municipal recreation department should not duplicate them but should focus its attention upon other phases of sport. In some cities the recreation department has been asked to take over the direction of programs developed by another agency.

18. *Maximum utilization of all facilities.* Few communities have indoor and outdoor sports facilities that are adequate to serve the needs of all. Schedules should be arranged so as to use fully the existing resources. Regulations for the use of game



courts and other facilities are needed to assure fair opportunity to all teams and groups desiring to use them. Lighting outdoor areas for evening use greatly extends their period of usefulness and enables more individuals to be served.

✓19. *Provision for nationality and racial groups.* Even though the program is made equally available to all the people, special consideration must often be given to the interests and aptitudes of nationality groups and to the needs of minorities in the population.

✓20. *Service to all economic groups.* The community is not adequately served if opportunity to take part in the sports program is denied a section of the population because of high playing rates or entry fees. Facilities should be provided in low-income neighborhoods, and programs should be arranged in which all can afford to take part.

21. *Provision for spectators.* The sports program should afford opportunity for people to enjoy sports as spectators. A considerable percentage of the people who attend sports events are players, but others who have never participated gain great pleasure from watching others play. The satisfaction which such opportunities afford to large numbers of people is a significant by-product of the sports program.

Other principles might be added, but any community that adopts objectives and criteria for its sports program as outlined above is building soundly and has laid the foundation for success. The chapters that follow describe in detail some of the methods whereby these criteria are put into effect.



# PART TWO

## CHAPTER III

### *Plans for Organizing Sports Programs ~*

A community sports program that meets most of the criteria listed in Chapter II can be achieved only through efficient organization. Such a program involves participation by large numbers of people of all ages in a wide range of activities conducted at many types of indoor and outdoor facilities. It requires financial support, expert leadership and the formation of organizations to facilitate the conduct of special program features. Coordinated action through a central agency is essential to such a comprehensive and diversified operation. A community is not likely to achieve a well balanced sports program if interested individuals and agencies function separately in trying to attain this goal. Mechanism for coordinating their services is a necessity.

Any organization plan can be expected to work efficiently only if the authority and responsibility are clearly defined and allocated, preferably in a central body; if each unit is given a specific task to do, and if the plan provides a means for coordinating the functions of the various units. Methods whereby individuals and groups can promote and administer a community sports program are considered in this chapter.



### THE RECREATION DEPARTMENT

The task of organizing and conducting sports for all the people of a city is so great and the cost of furnishing sports facilities and activities is so high that these functions are rarely performed by a private agency. In most cities they are carried on by the local government, usually through the recreation department. Specific forms of sport such as a baseball league or tennis tournament are conducted on a community basis by private organizations in hundreds of communities and occasionally a private organization, such as the Y.M.C.A., furnishes a limited community sports program. With few exceptions, however, the agency that promotes, administers and finances the community sports program is the recreation department, a branch of the local government. Created to serve all the people, the recreation department can provide the needed facilities and funds, continuity of program and democratic organization that are so important to success.

The municipality has accepted this responsibility because sports are a major form of recreation and recreation is recognized in law and in practice as an appropriate and essential function of local government. Because recreation benefits the people and contributes to the public welfare and because its advantages are denied to many, unless they are furnished by local government, the provision of recreation facilities, leadership and activities is considered a part of the city's job, to be paid for out of tax funds. Sports share with other forms of recreation the budget, facilities and personnel of the recreation department; in some cities they claim the lion's share. A study of community sports organization therefore involves an analysis of the manner in which the recreation department is organized to perform its various functions, including the provision of sports.

#### *Form of Organization*

The separate recreation department, usually under a board or commission, the park department and the school board are the three outstanding forms of local recreation managing authority. In park and school departments a division is sometimes established to administer the recreation program. If a board or



commission administers the recreation department it determines all major policies with reference to sports and other phases of the recreation program. Responsibility for carrying out these policies and for administering the program, including sports, is assigned to a superintendent of recreation. In a park or school department, this worker is subordinate to the superintendent of parks or schools, respectively.

The work of the recreation department commonly falls into four classifications—program, special facilities, construction and maintenance, and accounting—and separate divisions are often created to handle them. Each division contributes to the sports program. The program division conducts the activities including sports, and most sports personnel are assigned to it; the special facilities division operates golf courses, swimming centers and other special areas used for sport; functions of the other two divisions include the construction and maintenance of sports facilities, the keeping of sports records and the issuing of sports permits.

The form of organization for sports under the program division varies with the size of the city, the scope of the program, the overall plan of departmental organization, and the types of local sports groups. Two major purposes underly most plans and influence their organization form: (1) to provide a city-wide program of organized and competitive activities, primarily for young people and adults, and (2) to conduct a less formal program of sports at the indoor and outdoor neighborhood centers. Both phases of the sports program are a responsibility of the worker in charge of the program division, who sometimes also serves as the city's assistant superintendent of recreation. The city-wide and neighborhood programs, however, are usually conducted by separate personnel and by different methods in cities over 50,000.

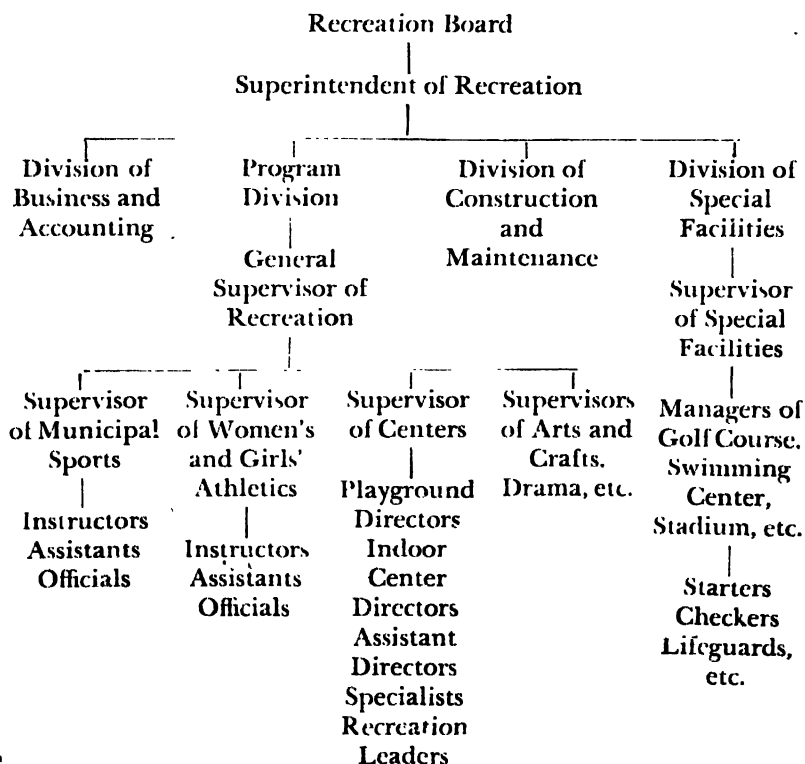
A supervisor of municipal sports or athletics takes charge of the leagues, tournaments, meets and other highly organized competitive activities conducted on a city-wide basis, in most cities. Often a supervisor of athletics for women and girls is employed to assure a satisfactory program for this group. Special instructors, sports officials and other assistants are directly responsible to the supervisor. On the other hand, the personnel in



charge of the playgrounds and indoor centers usually directs the neighborhood program. Part-time workers are sometimes assigned to help with specific sports features but, in general, the sports activities at the neighborhood centers are conducted or supervised by workers responsible also for other phases of the center program. Chapter X contains detailed information on the qualifications and duties of sports personnel.

### *Sports Personnel*

The place of sports personnel in the organization of a recreation department is illustrated by the accompanying chart which indicates a typical set-up; only the personnel directly responsible for the sports program are listed in detail.





Many variations in the types of positions and in the duties and relationships of sports personnel are found in practice. The supervisor of women's and girls' athletics sometimes serves as assistant to the supervisor of municipal sports; in other cases this worker is responsible for all the special program features for women and girls, including sports. In a smaller city the municipal sports supervisor may be required to devote part of his time to duties not related to sport, or the superintendent of recreation may carry these functions. The position of supervisor of industrial recreation or sports has been created in several cities where a comprehensive company-centered program involving sports is carried on with the help of the recreation department.

Cities with only one or two major facilities are unlikely to create a special facilities division; the facility managers in such instances are directly responsible to the superintendent. Where a swimming pool is located on a playground the pool personnel are usually responsible to the playground director. Swimming instructors and other personnel who promote special activities at major facilities, often on a part-time basis, are responsible to the supervisor of municipal sports as a general rule rather than to the facility managers.

The size and complexity of the sports staff vary according to the population of the city. Besides the supervisor of municipal sports, the large city staff often includes one or more assistant supervisors; instructors in sports such as archery, tennis, swimming and baseball, usually employed on a seasonal or part-time basis; and a corps of officials for the league games and organized competition sponsored by the department. Operating personnel at the swimming pool or beach include a manager, lifeguards, bathhouse attendants, and cashier; at the golf course, a manager, starter, ranger, professional, caddie master and cashier. Maintenance workers are needed at these facilities and also for the care of game courts and fields, winter sports facilities and buildings used for sport. Clerical workers issue permits, receive and record entries for tournaments and meets, keep team scores, league standings and sports records, lend equipment and keep financial records. In the small community, on the other hand, where facilities are few and the program is limited, the superintendent



ent of recreation may have to perform the functions of many of these workers. He frequently enlists volunteers to help with parts of the program.

### *Neighborhood Sports Organization*

The plan for sports organization at the indoor and outdoor neighborhood centers is relatively simple. The playground or center director and his assistants organize and conduct sports as a part of their total program. Full-time sports leaders are rarely employed for work at the playground, where sports share with other activities in the use of the facilities and in the time and attention of the workers. Leagues, tournaments and special events are planned and conducted, often with the help of junior leaders, and definite periods are set aside for instruction, practice and competition in a variety of games and sports.

Indoor center workers likewise rarely give their entire time to sports except at buildings designed as major sports centers where the facilities are used by teams enrolled in city-wide leagues as well as by groups from the surrounding neighborhood.

The superintendent of recreation, or the supervisor of centers in a larger city, usually makes the arrangements for inter-playground or inter-center activities, often with the cooperation of a committee of center directors. Special instructors in a given sport are commonly assigned on a part-time basis to the individual centers according to a schedule worked out with the directors. Arrangements for inter-playground activities and instruction sometimes are handled by the supervisor of municipal sports, though these are not generally included among his duties. The center director schedules the use of the neighborhood outdoor and indoor facilities, but where these are not fully scheduled for neighborhood play, especially over the week end, the sports supervisor may have the right to assign them to outside teams during such periods.

Much informal activity in sport, as in other forms of recreation, takes place at the playgrounds and centers. Teams are grouped into leagues for competitive play but formal membership groups among participants are not common. Where interest in a sport is unusually keen, however, especially at centers



operated the year round, sports clubs are occasionally organized. These clubs promote interest in the activity, provide instruction in skills, conduct tournaments and maintain facilities, in all cases under the general supervision of the center director. Typical of such groups are a rifle club, badminton club, fencing club and tumbling club. Where similar groups are organized at several centers in a city, they may form a city-wide association as described later in this chapter. A discussion of the features in playground and indoor center programs appears in Chapter V.

### *City-wide Sports Organization*

Sports organized on a city-wide basis, as previously pointed out, are usually administered by a supervisor of municipal sports who may have one or more assistants. Among his duties are the promotion of amateur competition in sport; the organization and conduct of leagues and tournaments; the arrangement of playing schedules; the assignment of playing fields and courts; the selection and assignment of officials; the registration of players; the keeping of financial records and of the standing of teams and individuals in competitive play; and the promotion of sport through instruction, demonstrations and publicity. The supervisor holds the key position in community sports. His knowledge of sports, their organization and administration, and his ability to enlist the cooperation of officials, sports organizations and players, largely determine the success or failure of the program.

Because the recreation department usually controls the local facilities for sport, opportunities to participate in city-wide competition are limited unless an individual or team enrolls under the municipal program. The department's ability to furnish the personnel needed to perform the duties and attend to the innumerable details involved in league and tournament competition also strengthens its strategic position of leadership in the field.

Opinions differ as to the procedure a recreation department should follow in organizing and administering the community sports program. Some leaders believe the department should retain full authority and control. Others favor the organization



of associations, federations or clubs which will assume major responsibility for one or more forms of sport. Between these extremes is the opinion that best results are achieved when participants in the activities and the department's workers jointly plan and administer the program. It also recognizes the value of citizen committees appointed to advise on sports problems or to perform specific functions related to sports.

Under one plan the department retains full authority and control. The supervisor of municipal sports makes all decisions relating to eligibility, league organization, schedules, registration and entry fees, officials and other matters relating to sport, subject always to the approval of the superintendent of recreation. Individuals and teams desiring to participate in city-wide leagues or tournaments are informed as to the regulations governing play and the conditions under which they may participate. They may offer suggestions, but no machinery is created for giving them an official voice in sports affairs. Such an arrangement facilitates planning, simplifies operations, and eliminates discussion and controversy with players and teams as to desirable procedures. On the other hand, sole control by the department is undemocratic, denies player groups the share in planning to which they believe they are entitled, and consequently does not foster mutually acceptable relations between players and the department. It also throws upon the recreation authorities the full burden of handling all details in connection with city-wide sports. Even in the comparatively few cities where this general plan is followed, a board of citizens not affiliated with participating groups is usually appointed to handle protests and appeals from decisions by sports officials.

In other cities the recreation department retains major control of the sports program but player groups share in the determination of policies and plans, at least on an advisory basis. In Baltimore, Maryland, for example, the sports program is administered by the Recreation and Park Board through a Division of Amateur Sports under a supervisor with the title of commissioner. Advisory committees appointed by the supervisor function for several sports and special groups: each has five members who meet with the supervisor at least twice a year to discuss and present recommendations for the advancement and improvement of the sports program.



ment in the program as related to its sport. In Baltimore no committee member can be affiliated with a member team or can serve for more than four consecutive years. The latter provision prevents any person from dominating a sport.

An Injured Players' Committee, composed of one member from each advisory committee, administers the injured players' fund. It is appointed by the supervisor who acts as its permanent chairman. An Appeals Committee to act on appeals from decisions rendered by the supervisor is appointed by the Baltimore Recreation and Park Board. It consists of three members who are not connected with any team playing under the division.

### CITY-WIDE SPORTS BODIES

Organizations concerned with the promotion and administration of city-wide sports have been formed in many cities. Sponsored in most cases by the local recreation authorities, these bodies play an important part in community sports programs. They share with the recreation department, through its supervisor of sports, responsibility for planning and controlling one or more of the activities conducted on a city-wide basis.

#### *Kinds*

Local sports groups vary widely in type, scope and functions. Examples of typical kinds follow:

1. The *single-sport association*, composed of teams, leagues, clubs or players in a particular sport, such as a municipal softball, basketball or tennis association
2. The *commission*, more or less representative of the players in a particular sport and appointed to administer city-wide competition in it
3. The *federation* or association, concerned with a variety of sports or the total city-wide program; in some cases this is a federation of the associations formed around a single sport
4. The *association* concerned with sport for a limited section of the city's population, such as an industrial athletic association or women's sports association
5. The *club*, composed of players in a particular sport sponsored on a city-wide basis, such as an archery or hiking club



The extent to which these groups share in the municipal sports program is illustrated by the following list of associations under the jurisdiction of the Municipal Athletic Division of the Department of Parks and Recreation in Louisville, Kentucky:

Men's Municipal Softball Association, Men's Municipal Basketball Association, Municipal Croquet Association of Kentucky, Municipal Umpires' Association, Kentucky Association of the A. A. U., Louisville Amateur Baseball Federation, Women's Municipal Athletic Association (Softball and Basketball), Jefferson County Field Hockey Association, Louisville and Jefferson County Amateur Boxing Association, Falls Cities District Table Tennis Association, Park Football Association, Beecher Municipal Basketball Association, Beecher Municipal Softball Association, Municipal Baseball Association and the City of Louisville Junior Baseball Association.

Even more diversified are the organizations sponsored by the Union County (New Jersey) Park Commission which include a Riding and Driving Club, Model Yacht Club, Golf Club, Hiking Club, Amateur Ski Club, Tennis Association and Baseball Association. In addition county leagues or associations, each with its own officers, are sponsored in archery, baseball, basketball, football, riflery, soccer, softball and skeet shooting.

### *Objectives and Values*

City-wide organizations assist the recreation department in accomplishing certain purposes of which the following are typical:

1. To promote and extend ideals and ethics in the conduct of all amateur activities in the sport (or in all sports) under the jurisdiction of the department
2. To bring together in the organization, for mutual benefit, all the teams, clubs and individuals engaged in the sport, for the purpose of raising standards of competition
3. To promote such high ideals of sportsmanship, fair play and good conduct as will reflect credit upon the organization, the member groups and the recreation department
4. To develop rules and policies for the conduct of all competitive sports



5. To organize and conduct, in cooperation with the recreation department, all city-wide competition and sports activities

6. To work for the provision of additional municipal sport facilities for the benefit of the organization, its members and the general public

7. To promote increased interest in sport, and greater enjoyment of it, by both players and spectators

City-wide organizations help in securing the cooperation and support of individual players and teams and provide much volunteer service that relieves the department budget; through them public-spirited men and women with a keen interest in sport contribute time, effort and influence of value to the recreation department and the people. They often arrange for the annual sports banquet, showings of motion pictures, talks by outstanding athletes, or demonstrations and exhibitions. These organizations provide a business-like method of handling sports funds, free from the restrictions that often obtain in public agencies, but under responsible financial control. They likewise relieve the recreation department from the responsibility of collecting and disbursing sports funds. Perhaps their greatest value lies in the fact that city-wide groups help assure democracy in sports programs and give the participants a share in the responsibility for their success.

Some recreation departments believe city-wide sports organizations create problems and tend to assume powers and responsibility that rightfully belong to the municipal recreation authorities. Where they have been organized along sound lines and where the division of authority between the organizations and the department has been clearly defined at the outset, they have proved a valuable ally to the local recreation department and have helped the development of the sports program. Since the recreation department controls the facilities required for the program and is authorized by law to provide recreation for the people, it can establish basic policies within which the sports organizations must function. The municipal sports director or some other department representative works closely with the governing body of each city-wide organization and in most cases serves as its secretary; in this way close cooperation is assured and working relationships between the two groups are facilitated.\*



*Single-sport Bodies*

The tendency of individuals or groups with a common interest to form an organization to promote this interest accounts for the prevalence of city-wide associations in a single sport, whether it be softball or horseshoes, basketball or tennis. The association is the most common type of organization administering a single sport on a city-wide basis.

*The Association.* Most single-sport associations have membership requirements, officers, a board of governors and adopt a constitution and bylaws. A team sport association usually accepts as a member any amateur team, league or club that wishes to engage in the sport and to abide by the rules and regulations of the association. Agency memberships are sometimes provided for a church or industry which sponsors teams; in some cases individual memberships can be arranged and become available for interested persons who are not participants. Membership is often restricted, however, to active teams, leagues or clubs. Some associations create divisions for teams of comparable skill or age levels. These divisions select their own chairman who has to be their representative on the association's board of directors.

Associations in sports like badminton and shuffleboard, conducted on an individual rather than team basis, differ in their membership requirements. Any amateur in the sport who desires to participate is eligible for membership in some associations; in others, clubs formed at various centers throughout the city comprise the membership, and an individual can have a part in the association's various activities only by joining a local club.

Membership fees vary widely depending upon the sport and type of association. In some baseball associations, annual dues are twenty-five dollars or more per club or team; in a horseshoe association they may be as low as two dollars per club or one dollar per individual.

The affairs of the organization are handled by a board of directors chosen by the members and therefore representing the player group. The board meets regularly, at least during the



playing season, counsels the officers, recommends ways and means of raising funds and handles matters requiring immediate action. It often appoints a committee to interpret its constitution and any rules that may be adopted under it, and to serve as a protest board. Committees from its own membership are sometimes appointed to handle finances or program. Meetings of the association's membership are held at stated intervals, usually before the opening of the season and at its close, when members—or their representatives, in the case of teams—consider and vote on all questions coming before the association.

The supervisor of municipal sports, or some other designated representative of the recreation department, is an ex-officio member of the board of directors or executive committee and usually serves as its executive secretary, director or secretary-treasurer. He acts in the capacity of advisor and represents the department at all meetings. Among other functions he interprets to the members the policies and rules of the department and maintains a cooperative relationship between the player groups and the department. Within these basic policies the association is free to develop detailed rules and procedures for carrying on competition in the sport.

The authority of some city-wide sports associations is quite limited. For example, one municipal basketball association was formed to create interest in the sport, to promote amateur basketball and to encourage harmony among players. The superintendent of recreation and a five-man board appointed by the recreation authorities administer its affairs. In this city the superintendent and the advisory board prepare the rules and schedules, place teams in the various leagues and recommend policies, which are submitted to the association for adoption.

*The Commission.* The term sports commission is applied to various forms of sports bodies, although the number of cities with commissions is relatively small. A few commissions are appointed by the city authorities, receive an appropriation from the city, operate quite independently of the recreation department and perform functions that are normally handled by this department. In at least one city the municipal athletic commission appointed by the mayor serves as a final court of appeal.



for all protests of organizations participating in the municipal sports program or using the city's facilities. In another city a group with a similar title and with members appointed by the superintendent of recreation from industrial and sports groups has functioned successfully for several years as the non-official governing body for all municipal sports. More often, the sports commission is appointed by the recreation authorities or is set up with their cooperation or approval, and is subject to their control to varying degrees.

Dayton, Ohio, for example, has commissions for baseball, softball, basketball, tennis, golf and boxing. The baseball commission, a self-organized and incorporated body, receives an appropriation from the city. The other five commissions operate independently, but they were established by the city recreation division and an employee of the division serves as their secretary-treasurer.

The commissions in Dayton have grown out of meetings called by the superintendent of recreation who realized the need for a body to help promote the respective sports and who brought together a group of interested individuals to discuss the possibilities of an organization. The organization and selection of the original commission were guided by the division, but subsequent vacancies have been filled by the commission members. Each commission is composed of civic-minded individuals interested in the sport, including representatives of local participating groups and of the recreation division. The Softball Commission, for example, consists of not more than fifteen members, embracing the various leagues, the City Welfare Department, the Umpires' Association, the press, local sporting goods houses<sup>1</sup> and one member from and elected by the Leagues Committee. Representation on the Municipal Golf Commission is given specifically to three municipal golf courses, two industrial athletic and recreation associations and the athletic committee of the Chamber of Commerce. The superintendent of recreation and the director of public welfare are also designated as members of this commission, which are not to exceed ten in

<sup>1</sup>Many recreation authorities believe representatives of sporting goods companies should have no part in the management of community sports programs, and they are not allowed to hold office in or to attend meetings of the sports association in some cities.



number. Each commission, working closely with the recreation authorities, promotes, maintains, extends and protects its particular sport and develops policies and regulations controlling play in municipal leagues and tournaments and on municipal property. Committees from the membership perform specific functions; for example, the Softball Commission has executive, protest and tournament committees.

Through a plan of individual registration, each player is given certain privileges and is made a member of the association in the particular sport. Typical of players' groups that have also been formed in some of the sports, is the Basketball Council, composed of a representative of each member league. It meets to discuss basketball problems, serves as an advisory group and affords a liaison between the commission and the players. Similarly a leagues committee functions in softball. Such groups are designed to give players a greater interest in the organization and a share in its functions.

No problem over the division of authority or the coordination of the commissions' programs and objectives with those of the Division of Recreation has arisen in Dayton, according to reports. This situation implies a happy similarity in aims and objectives, a frank exchange of ideas and a will to cooperate between the groups. A plan under which the recreation department retains basic authority and responsibility and the players are given fuller representation would normally prove more successful.

*The Club.* Individuals who regularly engage in a sport such as bowling, horseshoes and shuffleboard at an indoor or outdoor center often organize a club to further interest in the sport and to encourage sociability among its members. These local clubs sometimes join to form a city-wide association, as indicated earlier in this chapter. Other sports clubs are organized on a city-wide basis and draw their members from all residents of the city who are interested in the particular activity.

Membership is commonly limited to persons over eighteen years of age or to adults, and nominal membership dues are charged. Ability to meet specific requirements in skills or performance in the sport is sometimes a prerequisite for member-



ship. For example, persons desiring to join the municipal bike club in one city must demonstrate their ability to ride a bicycle twenty miles in three hours. Club affairs are usually administered by its officers and an executive committee selected by the membership, under the guidance of a member of the recreation department staff. Typical of activities conducted by clubs organized on a city-wide basis are hiking, archery, horseback riding, bicycling and winter sports.

### *Multiple-sport Bodies*

Instead of forming organizations to administer one sport, many cities have created an agency concerned with several sports or with the entire city-wide sports program. This is variously called a municipal athletic or sports association or federation. It is designed to serve the interest of the total sports program in much the same way as the individual sport associations serve their respective sports. Membership is generally open to any amateur team, club or individual in the city that participates in the city-wide program. The form of organization differs from city to city and the degree of control is variously divided between the recreation department, player groups and citizen boards, usually appointed by the recreation authority or superintendent. A women's division in some cities conducts activities in which women do not compete with men. It is administered by and for women and usually functions under the guidance of a staff worker responsible for the women's and girls' sports program.

The overall organization, unlike the association in a single sport, brings together individuals and groups interested in a variety of activities and thereby contributes to the support of the total sports program. Its effectiveness is limited somewhat by the fact that most people have a keen interest in only one or two seasonal sports and lack enthusiasm for the other activities. The organization governing all city-wide sports is therefore found in fewer cities than the single-sport association. It is especially adapted to the small city, where one organization may adequately administer the total sports program, and to larger cities with few if any sports-governing bodies that might be



afraid of losing their identity or authority if merged with a new organization. Differences in the form of organization and in the division of functions are illustrated by the following brief accounts of local agencies.

*The Athletic Association.* The title athletic association is commonly applied to the organization formed to help administer a city-wide program involving several sports. A typical example is the Athletic Association in Kenosha, Wisconsin, a city of some 50,000. It is composed of local teams, groups and individuals. A board of directors for each sport, consisting of three members plus the director of recreation, who is an ex-officio member, is elected at the annual meeting by managers of teams in the respective sport. Directors may or may not be chosen from the manager group. Each board of directors, with the recreation director, handles all matters relating to leagues in the sport, including the classification of teams and the making of rules, except protests involving the outcome of games and disputes between managers, players and backers. Rules governing administration, teams, players and games have been adopted by the association.

A Control Board of five members, appointed by the Board of Education which administers the department, acts primarily as a board of appeals on all questions involving eligibility, protests, forfeits and similar matters. Through the membership of the recreation executive on the board of directors in each sport the school authorities exert considerable control over the program. The plan also enables player groups to participate fully in determining rules for the various sports. The appointment of individuals of character and integrity to the Board of Control gives outstanding citizens an opportunity to serve. .

A Municipal Athletic Association likewise fosters, promotes and perpetuates the city-wide program in Minneapolis, Minnesota, where the recreation authority is a Board of Park Commissioners with a Recreation Department. Any local sports organization or group may apply for membership in the association; no membership dues are required. All members of teams that play under the association are technically members of it, but actually they have no voice in its operation.



Management of the association's affairs rests in an executive board, which consists of the director of recreation of the park board and eleven others appointed by him for a term of one year. Four of these are to be members of the park board's recreation staff, and seven, outstanding laymen who have manifested an interest in public recreation. The executive board determines questions of policy, such as how much to charge for feature games and various sports, what playing rules and regulations will obtain, and what improvements should be made to the physical facilities. It also approves bills, authorizes the employment of officials, publicity men and other employees necessary to conduct the sports and acts as a board of arbitration. The Board of Park Commissioners has granted the association the authority to govern conditions of play in competitive sports and to collect and disburse all monies received in the form of entry fees and gate receipts.

In certain top leagues in each sport, the team managers meet prior to the opening of the regular season and determine how many teams will be admitted in a certain league, how many games will be played and how championships will be determined. The directors of each sport, who are employees of the park board, may confer with team members and managers as to the rules and regulations, but they have the final authority. The plan does not give participating groups as large a share in the management of the program as they have in some other cities, but reports indicate it has functioned well. Among the men's activities promoted and supervised by the association are archery, baseball, basketball, football, golf, ice hockey, softball and tennis; women's activities are basketball, bowling, golf, skiing, softball, and tennis.

*The Athletic Federation.* Just as there are values in bringing together into one organization all groups interested in softball or in tennis, so there would seem to be advantages in joining various municipal sports associations into a single federation. Federations have been established in a few cities, but their value has not been fully demonstrated. The main problem seems to be, on the one hand, to provide the federation with sufficient functions to keep its interest and justify its existence, and on



the other hand to avoid its encroachment upon the prerogatives of the associations in the respective sports. Federation membership is usually restricted to representatives of the various associations participating in the municipal sports program. Unlike these associations, the federation does not usually control or administer programs; it rather provides a clearing house for athletic information, acts as a research body on sports problems and regulates matters pertaining to sports in general. Some authorities believe that a federation that is continuously active is likely to be more of an impediment than an aid in the administration of the program.

A Municipal Athletic Federation has been in existence for several years in a large western city which also has city-wide associations in several types of sport. Each member association elects two representatives, one of them its president, to the federation board. An executive committee consists of the officers and the director of municipal sports. The federation is essentially a paper organization, however, and has rarely been called into action.

The Municipal Athletic Federation in San Francisco, California, a different type of organization, is open to all private agencies promoting sport. Operated under the Athletic Division of the city's Recreation Department, its activities are restricted to boys' sports, but a similar unified program for girls under the federation is contemplated. Members include the Y.M.C.A., Boys' Clubs, C.Y.O. and similar organizations. The federation was created primarily to eliminate duplication and repetition of city-wide tournaments and was not designed to unify the competitive program. Under the plan, the separate organizations conduct their own district tournaments, but under the supervisor of athletics they join in the conduct of city-wide finals.

#### INDUSTRIAL SPORTS ORGANIZATIONS

Workers in industrial and commercial firms take part freely in the municipal recreation program, and in industrial communities the enrollment in community sports activities consists chiefly of such workers. Special organizations are formed in some cities, however, to promote and conduct employee recreation—



programs, in which sports have a dominant place. These organizations have the dual purpose of promoting intra-plant programs, consisting of interdepartmental leagues and tournaments, and of conducting inter-plant activities. The former programs are perhaps more important and reach a larger number of workers, but the inter-plant features require a special type of organization.

An association representing the participating companies is an effective means of administering an inter-plant sports program. Such an organization is usually formed with the cooperation of the city's recreation department, and a member of the recreation department staff commonly serves as executive of the association or in an advisory capacity. Membership is open to all firms in the city or district, and employees of member firms become active members of the association. The amount of the annual membership dues usually varies according to the number of workers employed by the Company. Control is generally placed in a board of governors composed of representatives of the member firms, with routine affairs handled by an executive committee. A special committee may be appointed to arrange and conduct each major activity in the association's program.

The *Industrial Athletic Association of Metropolitan Oakland, California*, was started in 1919, and its success has influenced industrial sports organization in several other cities. From the start it has functioned with the cooperation of the Oakland Recreation Department, which has employed a man and a woman as supervisors of industrial recreation to work closely with the association.

Membership in the association includes industrial plants, commercial institutions and governmental employee organizations. The annual membership fee is based on the total number of employees. At the beginning of each year each member firm files a list of five persons authorized to vote at the monthly meetings of the membership, such names being numbered one to five in the order in which they are authorized to vote. Only one representative may vote at any meeting.

The powers of the association are exercised by a board of directors of nine persons, who also control its property and



conduct its affairs. Three directors are elected annually, and they serve three-year terms. The board is empowered to appoint an Executive Committee and an Advisory Committee, to elect the officers, to borrow money and to adopt bylaws, which are subject to approval or change by the membership. In addition to the usual officers, the board elects a financial secretary, who is responsible for seeing that adequate and correct accounts are kept of the assets, liabilities, expenses, activities and financial transactions of the association. The constitution provides that the permanent secretary to the board of directors shall be the Supervisor of Industrial Recreation for the Recreation Department of the City of Oakland.

A Business Committee, Men's Activities Committee and Women's Activities Committee are chaired by the first, second and third vice-presidents, respectively. The Business Committee receives, investigates and reports upon all applications for membership, prepares the annual budget, and devises ways of raising funds, all subject to the approval of the Board of Directors. The Activities Committees appoint a Sports Commissioner for each activity and cooperate in organizing necessary committees for the promotion of all games and sports. Two additional committees are a Publicity and Extension Committee and an Eligibility and Protest Committee. The former develops recreational and educational programs for the membership, handles general publicity, publishes a handbook, and secures applications for membership. The latter, consisting of from three to five members, each from a different firm, and not more than two of whom are officers in the association, has jurisdiction in all disputes and protests relating to eligibility for competition, championship tournaments, suspensions and reinstatements.

#### STATE AND NATIONAL ORGANIZATIONS

The development of municipal sports programs has been accompanied by successive demands for the organization of competition on an intercity, district, state and national basis. To meet these demands championship events have been arranged in which participation has been restricted to winners in local competition. State and national organizations have been found—



necessary in order to plan and conduct these events and to adopt uniform rules governing them. To the extent that recreation departments and community sports organizations wish to participate in state and national competition, their eligibility rules and other regulations governing competition must conform to those established by the state and national sports bodies. Because this is so, many municipal sports leaders believe they should participate actively in the affairs of such bodies in order to assure the adoption of policies and rules that are in the best interest of community sports. Some of the problems involved in state and national competition are considered in Chapter IV.

### *State Associations*

State-wide sports competition in which recreation departments participate is conducted in several states by a state recreation association. Membership in this organization is restricted to local recreation departments, in some states, but in others it is open to all local agencies conducting amateur sports. A committee selected from the membership is appointed for each type of sport in which the association conducts state-wide contests. The association conducts tournaments or meets in the various sports for the purpose of determining the state champions; in large states preliminary district competitions are sometimes held. The association establishes or approves standard rules for sports, adopts eligibility requirements and fixes regulations governing play in state tournaments. It may also vote to hold franchises in national sports organizations or to obtain sanctions from them. Participation in state tournaments is usually restricted to individuals or teams that have qualified in local competition conducted by a member group. Since there is considerable local demand that local champions be entered in state competition, most of the recreation departments in states with an association hold membership in it.

### *National Agencies*

National organizations have been formed for the purpose of controlling or conducting amateur competition on a nation-wide



basis in baseball, softball, and many other sports. Membership in most of these organizations is not restricted to city recreation departments, but many departments are members and enter teams in the national tournaments. Some departments are also affiliated with the Amateur Athletic Union of the United States, which, through its local, district and state branches, conducts official championships in several sports including swimming, boxing, and track and field events. Official records are recognized by the Amateur Athletic Union only if it has sanctioned the meet and if all participants are registered athletes who have paid the Union's entry fee.

The National Public Parks and Playgrounds Tennis Association, unlike the organizations just mentioned, was created to foster, promote and extend *public* programs in this sport. Its active members are restricted to public park, recreation and school authorities, and tennis organizations which are under their jurisdiction or have their approval. Membership dues are nominal. The association conducts an annual national tournament open only to persons who have qualified in a sectional or local public parks and playgrounds tournament sanctioned by the United States Lawn Tennis Association, and who are amateurs under the rules of this association. Participation in the tournament is not restricted to members. The affairs of the N.P.P. & P.T.A. have been administered largely by representatives of municipal recreation departments, and the national tournaments have been conducted by local departments serving as hosts, or by associations affiliated with them.



## CHAPTER IV

### *Administrative Problems and Policies*

Organizations for the promotion, control and conduct of sports, as described in the preceding chapter, provide the essential machinery for the functioning of the community sports program. In performing their functions, however, these organizations are confronted with many problems, the solution of which requires the adoption of policies and regulations. Participation by large numbers of people of different ages in a variety of indoor and outdoor activities that utilize many types of facilities and involve various forms of organization, necessarily creates administrative problems. A major function of every recreation department or community sports agency, regardless of its type, is to adopt policies and set up procedures designed to solve or eliminate these problems.

In the development of policies the community sports agency should be guided by the principles that underlie its total program, a number of which were indicated in Chapter II. Two are especially significant in relation to standards for competition. One is the principle that a sports-for-all policy should receive major emphasis and that the development of representative or championship teams is a secondary or supplementary consideration. The other is that the success or justification of the program



is to be judged primarily by the benefits it affords the participants rather than by the winning of championships or the prestige achieved by individuals or teams, desirable as these may be. Methods that have been devised for achieving the objectives of a community sports program and for solving a number of the problems that commonly arise in administering it are described in this chapter.

### SAFETY

The provision of safe conditions under which persons may engage in sport is a primary responsibility of the community sports organization. The possibility of accidents or injuries cannot be eliminated entirely but they should be reduced to a minimum. Accidents involve expense and suffering on the part of the victims and, if frequent, result in a decrease in interest and participation in the program. Studies indicate that the chief causes of athletic injuries are hazards of equipment and facilities, lack of proper instruction and conditioning of players, inadequate supervision, unsuitable clothing or uniforms, and risks inherent in the activities. Among the steps taken by sports authorities to eliminate these conditions and to prevent accidents are:

1. Restrict participation in activities requiring unusual strength, skill or stamina to persons whose age and physical development enable them to take part with reasonable safety. Tackle football, for example, as commonly played, exposes boys under high school age to unwarranted risks, and is not generally approved for this age group.<sup>1</sup> Injuries in baseball are likely to result among older adults who do not play regularly. The use of a ski jump is hazardous except to individuals who have attained a degree of proficiency in the sport. People over forty should, as a rule, avoid participation in strenuous sports.

<sup>1</sup>A number of recreation departments conduct organized competition in tackle football for boys of pre-high school age, asserting that the boys would otherwise play in vacant lots where the hazards are much greater. In Lake Charles, Louisiana, for example, where as many as thirty-four boys' teams have played the game for a three-year period, no serious accident has occurred, according to the superintendent. Any recreation department that undertakes to conduct this sport should do so with a full realization of the risks involved and of the precautions that need to be taken to protect the young players.



2. Equalize competition by a careful classification of players, thereby avoiding the injuries that often result when individuals of widely different age, weight or skill play against each other. This is especially important in combatives or games involving bodily contact.

3. Restrict the number and frequency of games or matches in a given sport during a season. Too heavy a schedule is likely to cause undue fatigue which may result in injuries. Players are usually restricted to two games a week in a strenuous sport like basketball.

4. Adjust the length of playing periods to the age and condition of the players. Children should not be permitted to play as long quarters as adults, and when taking part in strenuous sports should have ample rest periods. Shorter playing periods and longer intervals of rest are more often prescribed for women and girls than for men and boys.

5. Adopt playing areas to physical capacity of the group using them. Young boys cannot play games like soccer and baseball satisfactorily on regulation size areas, and in attempting to do so they are exposed to overexertion. Similarly, in volley ball the net should be lowered for children and also for women and girls.

6. Provide instruction in methods of play before competition begins. Pre-season schools or clinics in which players are taught the fundamentals and fine points of the game help reduce accidents. Many baseball accidents are caused by improper batting or sliding for bases. Instruction is a major safety factor in a sport like archery, skiing or canoeing.

7. Encourage thorough training by teams engaged in strenuous sports. Safe participation in games like football requires careful training before and throughout the playing season. Training involves the care of the body, observance of general health rules, conditioning, and practice in the skills of the game or sport.

8. Insist on proper clothing and equipment. Catchers on boys' baseball teams are commonly required to use a mask and chest protector; boys wearing glasses should wear a protector while playing games like ice hockey or lacrosse. Spiked shoes are barred as a hazard in many games; in others, the length of spikes is limited to minimize the possibility of injury to other players.



Proper uniforms are essential for games like football. Broken or defective equipment should never be used.

9. Keep facilities in good condition for play. Many accidents are caused by an unsuitable, badly maintained surface. Games requiring fast action require a firm surface; they should not be played on a shifty sand, gravel or cinder area. Ruts on game courts or fields, and slippery and abrasive surfaces are serious hazards. Periodic inspection and maintenance are essential. The maintenance of surfaces at winter sports areas is especially important as a safety measure.

10. Eliminate obstructions near field of play. The space around a baseball diamond should be kept free from drinking fountains, benches or other obstructions which may interfere with the play and cause injuries to players. Ample unobstructed space should also be allowed around game courts, indoors and out; if this is not possible indoors, radiators, projecting pillars and other hazards should be covered with mats during periods of play.

11. Provide essential supervision. Some sports require little supervision; others must be continuously supervised. Swimming and other forms of aquatic sports should be permitted only when a lifeguard or instructor is present; a starter at the toboggan slide is required for safety. Constant supervision is imperative at facilities such as a rifle range.

12. Adopt safety rules for specific sports. These should be posted in a conspicuous place. It is customary to print rules for bicycle safety, for example, on the back of membership cards of bicycle club members. Rules for several winter sports areas are given in Chapter XIII.

13. Provide protection for spectators. People watching games should be required to sit or stand where there is little likelihood of injury. A protective fence for stands behind or near the batter's box in baseball is often necessary. People must be prevented from encroaching on areas used for horseshoes, archery or field events such as the javelin throw or the outrun of a toboggan slide.

14. Confine play to appropriate areas. Persons and property are often injured when sports are carried on at sites that are too small or unsuitable for the activity. Baseball should be re-



stricted to locations where balls will not be batted out of the field and into areas used for other activities; archery and golf driving should be confined to restricted areas, and coasting and tobogganing should be permitted only where they can be enjoyed in safety.

15. Make participants aware of the safety factor. This is especially important on the playground where children may be taught safety habits through such media as safety patrols, poster and essay contests and the daily enforcement of safety rules and methods. The showing of sports films that illustrate methods of eliminating accidents is another safety measure.

16. Insist on using good officials. Careless or ineffective officiating at sports events tends to encourage rough play, infraction of playing rules, and resulting injury to players. Alertness and fairness on the part of officials help prevent accidents.

17. Be prepared to render first aid if necessary. Regardless of precautions, a limited number of injuries are likely to occur and leaders must be prepared to handle them. Availability of a suitable first-aid kit, knowledge of when and how to administer first aid and *specific* rules for procedure in case of a serious accident are essential preparedness factors.

### *Accident Liability*

Every agency conducting a community sports program should ascertain the extent, if any, to which it may be held liable for injuries resulting from accidents occurring to spectators or participants in its program. The specific conditions under which an accident occurs do not affect the liability of a public agency in some states. Many court decisions in cases involving damages suits resulting from accidents incurred on public recreation areas have been based upon the opinion of the court as to whether, in conducting the program, the agency was performing a governmental or proprietary function. In states where recreation is considered an essential governmental function the municipality or its recreation department is usually not liable for damages, even though negligence in its performance may be proved. In other states, liability in a specific case is usually determined on such questions as negligence, continued use of



equipment known to be defective or failure to exercise reasonable care in the conduct of the activity. The charging of fees in connection with the activity may affect the department's liability in case of an accident, especially if the charges are imposed for the purpose of making a profit. Agencies conducting sports programs will do well to study court decisions in their own state relating to sports and to become familiar with the publications dealing with the subject. Posting notices or otherwise informing participants as to the liability incurred by the agency is advisable.

• The transportation of individuals or teams to and from places where they are to engage in sports raises a special problem involving liability. The safest procedure is to use public conveyances or to charter only buses operated by reliable companies which are fully covered by accident insurance. The transfer of children from one playground to another in an automobile owned by the playground director is forbidden by many recreation departments. As a further precaution children are commonly required to bring to the playground director a form signed by a parent before they are permitted to take part in an activity away from the playground or to accompany a group attending an event at some other location. This does not necessarily relieve the department from liability in case of an accident.

### *Injured Player Funds*

Most municipal recreation departments do not carry liability insurance covering injuries to participants in their program. In many cases this is because the department is performing a function that in its state is considered governmental; hence no liability is entailed. In other cases liability insurance is not carried because the cost of doing so is excessive and funds for this purpose are not provided in the budget. Nevertheless, the cost of medical and hospital care made necessary by a serious sports injury places a financial burden on an individual and his family, which they are often unable to bear. This fact may deter some people from taking part in strenuous sports. Regardless of its legal liability the recreation department has a concern for the individual injured while participating in its program. Plans to provide compensation for injured players have accordingly



been worked out in several cities. The one most widely used is the creation of a special fund, usually administered by a committee, which meets in whole or in part the cost of hospital and medical services.

Injured player funds are raised by various methods but chiefly through special sports events at which an admission fee is charged. Members of the teams protected by the fund cooperate in the sale of tickets, and sports fans are urged to attend. The gate receipts at the city championships in some cities are turned over to the injured players' fund. An amateur baseball fund, maintained for many years in one large city, is financed by receipts at an annual amateur day at the municipal stadium, sponsored by honorary and active committees. Complete treatment is given any boy or girl, man or woman injured during a regularly scheduled game of this city's baseball federation, through an arrangement with a downtown clinic that is open night and day to receive emergency cases. Playground boys in another city may qualify for hospital benefits of a fund raised by the district baseball managers' association, by paying one dollar a year or by selling two tickets for the annual benefit game. In a third city an injured players' fund is raised by charging ten cents for each player's contract, plus an appropriation by the recreation department.

### *State-wide Insurance*

The Wisconsin Recreation Association, after careful study and negotiation, put into effect a sports insurance plan that is operating successfully and offers suggestions to other localities. The Association, through its executive committee, has entered into an agreement with an insurance company to provide athletic accident coverage to local recreation departments holding membership in it. The insurance is offered to participants in certain specified activities conducted by the member departments. These individuals pay to the local recreation director a stipulated premium for the activity engaged in for the season, which cannot exceed six successive months. The premium for each of the twenty-six activities varies from fifty cents in the case of archery, dart ball and horseshoes, among others, to five dollars for regular football, ice hockey and skiing.



Injuries must be reported immediately at the time of occurrence to the leader or official in charge of the event or game. They are reportable only if they occur while the activity is being conducted under the supervision of a regularly appointed instructor. The report does not constitute a claim for injury; claims must be filed by the injured individual on special forms obtained from the director of recreation and filed with him. A notice of claim must be given within twenty days immediately following the injury. All medical and surgical aid given to the claimant for injuries must be rendered by a licensed physician, surgeon, dentist, osteopath or chiropractor, who must file an itemized statement. Checks in payment of claims are delivered to the director of recreation of the department in which the injured individual is registered. The insurance covers:

1. Participation in ONLY the specifically approved activity for which the individual paid the premium
2. Participation in activities scheduled or sanctioned by the director of recreation through whom the insurance is purchased
3. Injury sustained by the insured while practicing for or engaging in activities insured for and sanctioned by the WRA or while in transportation to or from activities away from home only and under authorized authority
4. The season of play as recorded on the application blank and policy, such dates to be established, within the limits of the policy, by the director of recreation through whom the insurance is purchased

Mandatory safety measures have been set up for participants in a number of sports, and failure to enforce these measures renders a department liable to cancellation of its right to participate in the insurance plan.

## HEALTH

The promotion of health was indicated as one of the objectives of the community sports program, and sports agencies have a responsibility for protecting the health of the participants in their program. Practices that contribute directly to health and that are essential to healthful conditions of play need to be observed by sports authorities. Some of the safety measures mentioned early in this chapter have a relationship to health; other strictly health measures will be indicated briefly. Some of



them apply to all types and conditions of sport; others, to highly organized, strenuous activities only. In the administration of the total sports program, however, the health of the participants should be a major factor.

### *Facilities and Equipment*

Outdoor areas and indoor facilities, especially the gymnasium and locker, shower and dressing rooms, should be kept in a sanitary condition as a means of prompting health and preventing the spread of infections. Well-lighted, well-ventilated and properly heated rooms facilitate such care. Floors, benches, toilets and other equipment should be cleaned regularly with an approved disinfectant; if constructed of impervious or rust-proof materials the process is simple and more effective. Water in swimming pools and at other bathing areas should be subjected to regular and frequent tests for purity and the adjoining areas given constant care. Sanitary drinking fountains should be provided at indoor and outdoor areas. Outdoor play areas should be treated, where necessary, to eliminate dust.

Participants need to be educated in the proper use and care of sanitary facilities, including shower baths, soap and towels, and in the use of suitable receptacles for spitting. Special care is required at the swimming pool to make sure that no one with open sores or infections enters the pool and thus contaminates the water, thereby endangering the health of others. The importance of frequent changes of sports clothing should be stressed with players' groups and the practice of leaving soiled uniforms and clothing in locker rooms should be discouraged. The use of common drink cups and equipment such as whistles should be avoided.

### *Medical Examinations*

Football, track, basketball, boxing, wrestling and other sports involving strenuous competition can be engaged in healthfully only by persons who are physically fit. Irreparable damage to participants and serious effects upon a sports program may result in case of serious injury to a boy, girl, or adult taking part in such activities without first having a doctor's approval. A



thorough health examination by a qualified physician should be required of every individual who wishes to engage in organized competition in sports of this type. In case a player is badly injured or contracts an illness that keeps him from play, a further examination by a physician is recommended before he is permitted to resume competition. High school girls excused from physical education classes for health reasons should not be permitted to play in city league competition. The city division of school health reviews all registration forms of school children in one city and the signature of its director on an approval slip is required for participation in league sports by a school child.

### *Supervision*

Supervision of players engaging in strenuous sports is especially important. It is advisable that a physician be on hand, or at least available on call, during scheduled games and practice periods. The physician, coach or leader should require any player to leave the contest who is badly injured or shaken up or who gives evidence of exhaustion or excessive fatigue. He should keep on the alert to note evidence of sudden losses in weight, emotional instability or overtraining which may suggest the advisability of medical attention. No player who is ill should be permitted to enter a game or engage in a sports contest. Players should be discouraged from exercising excessively or dieting in order to lose weight, so they can "make" a certain weight class. A proper warming up period for players before entering a game and a gradual cooling-off period after leaving one are advisable. Insistence on as to proper nutrition, sleep and personal hygiene can go much to assure a healthy condition.

Sports authorities, in planning their programs, have a responsibility for permitting individuals to engage only in activities that are suitable for their age and physical capacity. Desirable modifications or restrictions on activities for boys and girls, careful classification of contestants and limitations on periods of play, game areas and frequency of scheduled games, are just as important to health as to safety. Many recreation departments do not conduct sports like boxing and tackle football for elementary school boys because they are known to be potentially dangerous to the welfare of the boys participating. The



stress of highly organized competition in other activities may prove detrimental to the health of individuals at any age, who are not suited temperamentally to such an experience. Events such as races for fat men or for persons over fifty should be excluded; at track or swimming meets, participants are commonly restricted to two or three events, to prevent overexertion.

### *Safeguards for Women and Girls*

Health practices are especially important in the sports program for women and girls. The following recommendations by the National Section on Women's Athletics of the American Association for Health, Physical Education and Recreation are designed to assure them.<sup>2</sup>

1. Require an examination by a qualified physician at the beginning of each year of participation.
2. Require a written statement of approval for playing, by a qualified physician, following the serious illness of a player.
3. Prevent those girls from playing who should not play during their menstrual periods, and remove from the game players who suffer injuries or show signs of fatigue or undue emotional strain.
4. Make every effort to teach players to relax during the game and in rest periods.
5. Provide a healthful, safe, and sanitary environment for the conduct of athletic activities.

Additional recommendations by the Section that relate more or less directly to the health of women and girls participating in sports are:

1. Conduct practices for each sport over a period of time sufficient to meet the demands of the particular sport before formal competition begins.
  - (a) Schedule not less than two practice periods a week of not more than one hour each day.
  - (b) Schedule practice periods during the daytime hours for girls of high school age.
2. Arrange the schedule of games so that there will be no more than one highly competitive game a week for any one team or girl in any one sport.

<sup>2</sup>National Section on Women's Athletics, *Desirable Practices in Athletics for Girls and Women*, p. 2, 1941.



3. Allow no player to participate in more than one full-length game or match in a vigorous activity, or its equivalent, in one day of organized competition.
4. Discourage any girl from practicing with, or playing on a team for more than one group while competing in that sport during the same sport season.
5. Educate players concerning appropriate sport costumes.
6. Limit all extramural competition to a small geographical area.

Many recreation departments have adopted these standards and are conducting their girls' and women's programs accordingly. Community sports authorities should assure women and girls the best possible conditions of competition and should join with other groups in securing the adoption of sound policies and practices to achieve this result. It has been demonstrated that under such conditions a game like basketball can be fun and beneficial, too.

### INSTRUCTION

The development of greater skill and proficiency in sport is recognized as an objective of the community sports program, and the provision of instruction in sport skills is therefore a part of the job of the recreation department.' Many young people and adults are reluctant to engage in sports because they lack skill in them, due primarily to the fact that they had little opportunity to play active games or take part in athletics when they were children. The player who has not mastered the fundamental skills cannot secure the maximum enjoyment from games. His shortcomings are especially apparent when he takes part in major sports with others who are more expert—an experience that is satisfactory to neither the skilled nor the unskilled players. As a general rule people enjoy taking part in activities in which they can excel or at least compete favorably with others and they avoid taking part in activities in which they make a poor showing. Every recreation department is therefore faced with the problem of determining what part instruction will play in its sports program, how skills can most effectively be taught and during what periods its facilities should be reserved for class instruction.



*Group Instruction*

Individual instruction is seldom practicable in the community sports program although it is frequently provided at the municipal golf course, where lessons are available from the professional at a nominal fee. Group instruction is the method commonly used with children, young people and adults. It is applied in teaching skills in a wide variety of sports—games like tennis, golf and badminton; activities like skiing, archery and swimming; baseball, football, basketball and other team games. The number and length of periods required for satisfactory group instruction vary with the sport, the age group and the proficiency of the participants. Some courses are designed to teach fundamental skills; others to afford advanced instruction in the sport. A set of basic principles governing the procedures in the teaching of golf, but with application to other sports, follows:

"From the point of view of the teacher, who wishes to impart skill, the chief factors relating to teaching order are: (1) that the procedure be from the easy to the difficult; (2) that the units be taught as they are to be used later, and (3) that correct form should be established from the start. From the student's point of view, the essentials it seems, are: (1) that the action is suggested by student-felt needs, or student goals; (2) that the unit be simple enough to provide a chance for success, and (3) that it allow for a testing of achievement."<sup>3</sup>

One of the chief values of group instruction in sport is that it provides a means whereby people can be introduced to a sport under favorable circumstances. It enables them to determine their aptitude for the sport and its appeal to them. In view of the considerable cost of personal equipment required for some sports, persons hesitate to purchase it before they have tried out the sport; another deterrent to participation is the difficulty in finding others who have a comparable lack of skill in the sport. A program of group instruction should be designed to eliminate these handicaps. If possible the necessary equipment should be provided for the participants who do not own it, and the level of instruction should be clearly announced so as to assure a group of comparable skill—or lack of it.

<sup>3</sup>Robert T. Jones and Harold E. Lowe, *Group Instruction in Golf — A Handbook for Schools and Colleges*, p. 27. 1941.



**Baseball Schools.** Baseball schools or clinics for boys have been widely used to stimulate participation in the recreation department's baseball program. Many of them were started as a means of reviving an interest in the "national game" during the 1920's when, because of limited diamonds and growing participation in other games, the popularity of baseball was diminishing. Intended primarily for boys between the ages of 10 and 18, the schools provide instruction in the fundamentals of the game and practice in methods of playing the game skillfully. They incidentally afford the basis for the organization of junior baseball leagues. Special instructors—in some cases former professional league players—are usually employed to direct the school and to supervise the junior baseball program.

Actual instruction is generally provided during the summer vacation. Promotional work is sometimes begun while the schools are still in session, however, in the form of illustrated baseball talks in the schools and churches and before other interested groups. Soon after the schools close boys register at the playgrounds for the course, which may be given at a single location or at several centers. A regular schedule of classes is arranged, usually with daily sessions, and a definite curriculum is worked out. This usually covers the techniques of playing each position, batting, base running, the strategy of the game, the rules of the game, duties of officials and sportsmanship. The boys indicate their preference for playing a particular position, and the group is divided for instruction and practice in pitching, playing the outfield, etc. Part of the time is devoted to playing the game; such periods enable boys to apply the lessons learned in the "classroom" and reveal weaknesses that need to be corrected. Following the clinic or school, leagues are formed for play during the remainder of the summer.

**Tennis Instruction.** Two local examples of tennis instruction are cited to illustrate widely different methods that are used to expand the service of the department to persons interested in this sport. In one city of 60,000, two specialists were employed to teach tennis techniques on the summer playgrounds for a ten-week period. Weekly visits were made to the



various grounds, each period lasting three hours, with the first half given over to instruction in techniques and the latter half to play under supervision. Subjects covered were: forehand and backhand ground strokes; forehand and backhand volley; service; overhead strokes; ornamental strokes, such as drops, twists and drop shot; the theory of singles and doubles play; and miscellaneous topics, such as condition, sportsmanship and court manners. Two afternoons each week were set aside for inter-playground competition, and the tennis specialists were on hand to observe the play and offer help as needed. A wider participation and a higher type of play can be expected whenever instruction of this sort is provided.

In another large city a series of tennis clinics was conducted by a local newspaper with the cooperation of the park authorities. Three tennis experts were employed by the paper to give a series of appearances at three parks, where public address systems and platforms had been installed. While the experts were demonstrating and teaching strokes, volunteer instructors recruited from the ranks of tennis players circulated among the group on the grassy area, helping individuals with their strokes. The experts later coached a group of leaders on the park staff who then conducted tennis clinics at park centers. The project, which provided valuable promotion for the sport and the park department, was widely publicized by the sponsoring newspaper.

*Golf Classes.* The experience of a recreation commission in a city of 400,000 in providing free group lessons in golf to boys and girls of high school age and to all interested adults produced amazing results. Groups were organized in the neighborhood centers, department stores, factories and physical education classes at high schools. The newspapers cooperated by interpreting golf as a game for everybody and by making it clear that no one joining a group would be embarrassed because of his awkwardness. Commission employees organized and taught most of the classes during the winter season, when play on the courses was least heavy. Leadership was furnished for any group of twelve or more persons who had never played golf, and a series of seven lessons was arranged for each group. Clubs



owned by the commission and rented to players at its courses were used for the group lessons; cotton balls and coco mats were the only equipment that had to be purchased. One of the major problems was finding gymnasiums or other suitable facilities where the classes could be held.

Supplementing the courses held throughout the winter a special city-wide beginners' golf school was conducted in the spring in cooperation with a local newspaper. Classes were arranged at both public and private courses and twenty golf professionals volunteered to serve as teachers. Executive leadership was furnished by the recreation commission.

When a new municipal course was opened two years after group lessons started, 60 per cent of the players were beginners. Two years later, more than 6,000 different persons were taking the group golf lessons. Many golf professionals at first objected to the policy of free lessons but approved the plan when they saw how many individuals continued playing the game and took private lessons at public or private courses.<sup>4</sup>

The success of these golf classes suggests the desirability of extending group instruction more widely to other sports.

*Junior Football Clinics.* The problem of satisfying the keen desire of boys fourteen years and under to play football without exposing them to the hazards of the game—a problem faced by every recreation department—was solved by the recreation authorities in a rural county through the organization of junior football clinics in twenty centers around the county. Held on Saturday mornings, the clinics were largely directed by volunteers, who were recruited chiefly from former football players and fathers of the boys taking part in them. The groups, which averaged about fifty to a center, were divided into smaller units, each with a volunteer in charge. The program started with the simple fundamentals and progressed to football formations and explanations of touch football, football strategy, offense and defense, rules and a study of fouls. Since the rougher phases of the game were eliminated, the only equipment needed was the footballs which were furnished by the department. The clinics were so successful that the boys were asked

<sup>4</sup> Statement Based on "Municipal Golf Makes 'Hole in One'," *Recreation*, August, 1938.



to give a demonstration of football skills between the halves of a game at the state university. Three hundred and two boys representing fourteen centers participated.

### *Other Teaching Methods*

Publications containing rules of play, hints on playing techniques, suggested drills and training procedures have been issued by several recreation departments as a means of encouraging the development of greater skill in sports. Motion pictures illustrating methods of play have proved especially useful in helping individuals become more proficient in individual and team games, water sports, winter sports and other activities. Demonstrations by expert players and teams are useful not only in arousing interest in a sport but in illustrating improved methods of play. Training courses for sports officials, by assuring a high type of officiating, contribute indirectly to more satisfactory play. Of primary importance in the development of skills is the more or less continuous guidance provided by playground and center leaders, who teach children fundamental game skills and help them increase their ability in games varying all the way from simple group activities to highly organized team sports.

Swimming is taught more widely by recreation departments than any other sport, and learn-to-swim campaigns and instruction periods are a regular feature at their pools and beaches. Chapter XIV describes the use of instruction in aquatic programs.

### PUBLICITY

No community sports agency can render the maximum service unless it keeps the public fully informed as to its activities. It must use all suitable forms of publicity to explain the program and interpret its value, announce scheduled events, report the results of games and contests, sustain the interest of individuals taking part in the program and recruit new participants and spectators. Because the sports program is conducted throughout the year, a continuous publicity effort is desirable. The city-wide activities are usually most widely publicized; playground and center sports events share with other forms of activity the publicity relating to the neighborhood programs. The values



resulting from the maintenance of a definite, diversified publicity program have been demonstrated beyond question. A few of the media most frequently used are indicated.

### *Newspapers*

Local newspapers furnish perhaps the best means of bringing sports information continuously to the largest number of people. Wise sports leaders cultivate newspaper editors, interpret the program to them and enlist their cooperation. The sporting page of the small city paper usually carries reports of municipally sponsored league games and tournaments and, in some cases, league standings. Copies of all sports schedules, box scores of all games and results of other events are regularly sent the newspapers by the recreation authorities in many cities. As the *New York Times* says, "News is the record of action," and sports provide plenty of action to be reported. Accounts of sports events and developments have greater news value if they feature something new, unusual, or of local or human interest. The mayor opening the baseball season by throwing out the first ball, a match between well-known tennis players at the opening of new courts, a demonstration by a diving champion as part of a swimming meet program, and a father-and-son horseshoe tournament are more likely to secure news publicity than routine events. Newspapers commonly print the names of all champions or record holders at the end of each sport season.

The publicity value of the newspaper is not restricted to the reporting of sports events. By informing the public as to opportunities for engaging in or watching sports the press attracts participants and spectators to the sports program. Announcements of plans for forming an athletic league, conducting a tournament, opening a sports facility or holding a sports clinic are news, which if they contain the essential information desired by the public, are welcomed by the newspapers. A calendar of forthcoming events is a desirable news feature. Editorials, interviews with local citizens or sports personalities and feature articles serve to interpret to the public the importance of sport and the objectives of the sports program. The women's page is a medium for enlisting interest in activities for women and



girls. Action shots and human interest photographs related to sport can be used on the picture page or to illustrate feature stories.<sup>5</sup>

### *Radio*

A daily or weekly radio program devoted to community sports is not practicable in some cities, but where the recreation department has regular time on the air, a proportionate share is used to publicize the activities in the field of sport. Broadcasts of sports events, interviews with local champions and round-table discussions of plans for the opening of a season in a sport are typical uses of time on the air. Spot announcements of forthcoming events of major interest can be secured over local stations, and a local news commentator will mention happenings that have news value. Interviews with outstanding sports personalities may be used to enlist public interest, participation or support. Radio talks on water safety have proved effective in the launching of city-wide learn-to-swim campaigns. School sound systems as well as radio stations are sometimes used to broadcast sports announcements of special interest to children and youths.

### *Posters*

Attractive posters, preferably in color, are commonly used to advertise special events such as a learn-to-swim campaign, track and field meet, tennis tournament or winter sports carnival. A single picture or illustration with a few carefully selected and easily read words that tell the story directly are effective. The time and place should be clearly indicated; also whether admission is free or otherwise. The name and address of the sports agency should be conspicuous, especially if the purpose of the poster is to cause people to file an entry or join a group. Placed in stores, post offices, banks and libraries, posters are seen by the general public; if placed in schools, industries or clubs, they reach more restricted groups. Buses and trolleys are sometimes

<sup>5</sup>Detailed practical suggestions on preparing copy for newspapers and on other forms of publicity are to be found in "*The ABC's of Public Relations for Recreation*," issued by the National Recreation Association.



used; in New York City the subway cars frequently carry posters announcing special sports events or inviting the public to make use of public park facilities such as tennis courts or swimming pools.

### *Bulletins and Pamphlets*

Printed and mimeographed material in varied forms is used in publicizing sports. Several departments issue a mimeographed weekly bulletin which is distributed to newspapers, interested organizations and groups enrolled in the sports program. It contains reports of games, presented in informal style, information concerning coming events, items about local sports personalities and sports gossip.

Announcements of tournaments, special meets and championship events, giving full information as to eligibility requirements, scheduled events, time and place, awards and other pertinent data, are commonly issued and widely distributed. Application forms are sometimes printed on the back of these announcements. Copies are sent to all churches, schools, industries, clubs and agencies serving the age groups for which events have been scheduled.

Team schedules for league play during a season are often printed and distributed before the season opens. Since they are to be posted or kept for reference, cardboard or stiff paper is generally used. Schedules are given each player and to the press and are distributed among interested groups.

Monthly bulletins announcing future events, reporting on activities and containing items of interest to members are issued by a number of sports groups such as hiking or bicycle clubs as a means of sustaining interest in the organization and its program.

Manuals containing information on playing rules and techniques, coaching methods and the care and use of sports equipment have been issued by several cities, but these are designed for the use of leaders, managers and officials rather than for publicity purposes. Manuals also often contain information as to the local sports organization, with constitutions, rules and conditions under which organized competition is carried on.



### *Other Media*

Publicity is also secured in the following ways:

*Films.* Films showing local individuals or groups engaging in sports have been made in a number of cities and shown effectively at meetings of local organizations. The program of the recreation department is thus brought before large numbers of people, and the showings enlist recruits for the activities shown. Excellent films illustrating the techniques and skills involved in playing games such as volley ball and basketball and in water and winter sports are now available; they are useful as coaching aids and as a means of arousing interest in the activities.

*Demonstrations.* The truth of the saying that seeing is believing makes the demonstration of activities a perfect publicity medium. There is perhaps no better way of convincing city officials and the public as to the value of sports than for them to witness a water-sports demonstration by boys and girls, an exhibition by women's gymnasium groups, a play day or a sports carnival. Such occasions demonstrate not only the skills of the participants but also their joy and satisfaction in taking part.

*Dinners.* The end of a sports season is often celebrated with a dinner at which the awards are presented and the winning individuals or teams are honored guests. In some cities an annual dinner is held for participants in all sports. The publicity value of such occasions lies partly in the fact that prominent city officials are usually present and that outstanding coaches or players are often brought to the city to address the gathering. The sports dinner can be made the occasion for presenting facts concerning the local program and its needs before an influential and interested group.

*Window Displays.* The owners of stores, banks and other firms often make space available for window displays featuring some phase of sport. Sporting goods dealers are especially alert to the value of such displays which not only advertise clothing, equipment and supplies used for skiing, badminton, fishing, picnicking, softball or other activities, but can be used to tell the public what the recreation authorities are doing to promote



them, and to invite participation. Simplicity adds to the effectiveness of such a display. An actual demonstration of activities by an individual or group as a part of the exhibit increases interest.

### FINANCE

Securing, administering and dispensing the funds required to finance its program are important responsibilities of the community sports agency, and they give rise to a variety of problems. The private agency is free to secure its funds from any available source and to expend them in any manner it deems best. The recreation department, on the other hand, secures its funds largely from tax sources, its budget is subject to the approval of the city governing authorities and its fiscal policies and financial record-keeping methods are likewise determined, at least in part, by municipal regulations. The department's funds, too, are not used for sports alone, but are shared with the other activities and services comprising its program. Serious criticism is therefore liable to develop if a recreation department spends a disproportionate amount of its total budget on sports.

#### *Administering the Funds*

Money appropriated for sports leadership, facilities and activities is disbursed by the recreation department in the same way as other parts of the department budget. Receipts from fees and charges in some cities must be turned over to the city treasurer; in others they may be retained and spent by the recreation department as it sees fit. Because of the legal restrictions placed upon the use of such funds in some cities, sports associations have been formed to administer one or several city-wide sports. These associations collect the league, tournament and admission fees and furnish from these funds the officials, equipment, trophies and other items required for the city-wide program. The funds and financial records of these organizations are entirely separate from those of the recreation department. Since the recreation authorities have a close relationship to all such groups, it is possible and desirable for them to make sure that accurate financial records are maintained and that these are



audited annually. Some associations engage an employee of the recreation department to keep their financial records.

### *Fiscal Policies*

Even though methods of allocating and administering sports funds vary from city to city, certain practices are fairly common and a few basic policies are widely recognized as desirable. One is that certain services to the individuals and teams taking part in the sports program should be provided by the recreation department through tax funds. Some departments furnish all their services without charge; most of the others provide the following without direct cost to the participants:

1. Leadership in the organization of city-wide leagues, clubs, and associations and general supervision of their operation

2. Leadership and the entire cost of conducting children's sports activities on the playground and at the indoor center, including the furnishing of equipment and supplies, officials and awards

3. Acquisition, development and maintenance of sports areas and facilities that serve a large number of people and involve relatively low operating costs, such as athletic fields, hiking trails, ice skating areas and game courts

Another widely accepted policy is that the sports budget should be spent in a manner that cares for the widest possible range of sports interests and that assures the maximum benefit to the largest possible numbers, thus providing service at a low per capita cost. A budget that provides only a few activities which serve only a small number can rarely be justified.

### *Expenditures*

The cost of providing a diversified sports program for the people of a city includes expenditures for a variety of goods and services. These vary according to the scope and nature of the program, but in most cities the items of recurring annual expense are:

1. *Salaries and Wages*

- a. For sports personnel like the supervisor of municipal sports



and instructors of special sports

b. For recreation personnel like the superintendent of recreation and playground directors who give part of their time to supervising or conducting sports

c. For umpires, referees and other officials

d. For checkers, ticket takers, starters and other operating personnel at sports facilities

e. For secretarial or clerical workers keeping league records and team and individual scores, granting permits and keeping financial records

f. Maintenance personnel used at outdoor areas and indoor centers

## 2. *Equipment and Supplies*

a. Equipment such as backstops, tennis nets, ice hockey rinks, toboggan slides, archery butts and table tennis tables

b. Game supplies, such as bats, balls, racquets, protectors, bows and arrows, horseshoes and shuffleboard sets

c. Maintenance supplies such as lime or paint for marking lines, dust binders, tools, fertilizers, chemicals, etc.

d. Trophies and awards

e. Rule books, bulletins, score books, report forms, stationery and office supplies

## 3. *Services*

a. Rental of rooms, facilities, films or equipment

b. Water, light, other utilities

c. Transportation for workers, equipment and participants

d. Others, such as memberships in national or state organizations or expenses incurred in attending state or national meetings

Non-recurring items of capital expense include the purchase of property, the improvement of areas, and the construction or renovation of buildings and facilities. Unlike the annual operating budgets, these costs are usually met through a campaign for funds or a bond issue.

## *Sources of Funds*

The community sports program in most cities is financed primarily through tax funds. The recreation authorities include in the annual budget of their department an estimate of the money required for the year, for sport and for other features of the program. Needed funds are then made available through an



appropriation by the city, school board or other governing body or through a special recreation tax levy. The tax funds are used primarily for the basic services previously described; the cost of some special activities is partially met by the persons engaging in them.

*Fees and Charges.* Most sports authorities agree that individuals and groups that benefit directly from special services involving a high initial or annual cost should share in meeting this cost. Few departments have sufficient tax funds with which to furnish the entire sports program; by charging fees for special services, they are able to extend the benefits of their program to a larger number of people. The fees are not designed to yield a profit, and they rarely produce a sufficient revenue to reimburse the department for its expenditure in furnishing the service. They should be an incidental means of financing the program, not the major source of revenue. They should not be so high, nor so general, as to result in restricted participation on the part of the local population most in need of such services.

Among the charges related to the sports program the following are most common:

1. *Use fees at facilities or areas*

- a. Fees paid for the privilege of using a facility such as a golf course, toboggan slide, swimming pool, or bowling green. In addition to single use fees, seasonal or yearly rates are in effect in some cities. Children commonly receive a reduced rate and are often permitted free use during certain periods. It is customary to charge a fee for the use of facilities lighted for night use.

- b. Fees paid for facility rentals or permits. Examples are the rental of a locker in a golf clubhouse or of canoe storage space in a boathouse. Teams are sometimes charged a fee for a permit to use a field or gymnasium for a game or season. Athletic fields are occasionally rented to an "outside" team or organization, but in most cities full-time use of facilities is required for the scheduled activities of the department sponsored teams.

- c. Equipment rental fees. Equipment such as toboggans, golf clubs, shuffleboard sets and bicycles is commonly available on a rental basis at public sports areas.



## 2. *Fees for participation in activities*

a. League fees. Adult teams enrolled in leagues commonly pay such fees, which are generally of two types: (1) franchise fees, used to defray expenses such as officiating and trophies and (2) forfeit fees, designed to insure satisfactory completion of the league schedule. These fees are considered in detail in Chapter VIII.

b. Registration fees. A few cities require all individuals who wish to participate in activities involving organized competition to pay a nominal registration fee.

c. Tournament fees. All entries in city-wide or championship tournaments usually pay an entry fee, the receipts from which are used to defray tournament expenses.

d. Activity fees. Individuals participating in a group such as an archery club or a gymnasium class are sometimes charged a fee, especially if a special leader or instructor is assigned to the group. In case the group is organized as a club, dues are commonly collected from each member.

e. Instruction fees. A fee is often charged for instruction in an activity like skiing, golf or archery.

## 3. *Fees for admission to events*

Most activities are free to spectators and in some cities admission fees cannot be charged on park property. Night ball games, championship games and meets, benefit sports events and annual sports demonstrations are typical activities for which admission fees are most common. A nominal fee is charged for all league games at indoor centers in a few cities, not only to obtain revenue but to facilitate control of spectators. Care must be taken that the application of fees does not exclude from the activities the very people who are most in need of and would benefit most from them.

*Other Sources.* Collections are taken at athletic events in some cities where admission fees are not permitted, but this practice is looked on with disfavor by many public authorities. Where permitted, collections should be made and the money collected should be counted under the direct supervision of an employee of the recreation department. Attractive buttons or pins are sold in some small communities as a means of raising money to meet the cost of special events such as a winter sports carnival.



They serve as an admission ticket and also as souvenirs. Official admission folders containing a program of events, the sale of which has covered the entire expense of some carnivals, are less expensive and equally effective. Gifts are sometimes secured from individuals, luncheon clubs or civic groups to purchase equipment, awards or other sports needs, especially for children and young people, to help finance tournaments, special events or a sports clinic.

#### AREAS AND FACILITIES

Properties used for sport represent a large investment, usually of public funds, yet in most cities they are insufficient to meet the demands of all player groups. An attempt should therefore be made to safeguard the sports areas and facilities and to administer them in a manner that will assure their maximum enjoyment and use. To do so requires the adoption of rules and regulations and a plan for making reservations and granting use permits. Typical procedures relating to reservations, permits and use regulations are described in the pages that follow.

#### *Reservations and Permits*

At playgrounds league games and practice periods are usually arranged so one age group uses the facilities in the morning and another in the afternoon. Some grounds have fields specifically designated for girls' use; otherwise courts or fields are reserved for the exclusive use of this group during specified periods. The use of playground courts and fields after 5:00 P.M. and on week ends and holidays is commonly restricted to young people and adults, although children may be allowed to play with older people at game courts during these periods.

Methods of controlling the week-end and evening use of playground and indoor center facilities vary, but they are always designed to secure maximum use and to assure consideration to all. The directors, who are responsible for encouraging the development of neighborhood teams and leagues, are generally permitted to assign the use of their facilities to these teams. Any unassigned periods are reported to the department office or



municipal sports supervisor, who then grants "outside" teams the use of the facilities during these periods. The scheduling of games and practice periods at playgrounds and indoor centers after 5:00 P.M. and week ends is made a responsibility of the department office or sports supervisor in some cities, although the director may request permits for his center groups. A sound principle to follow in allocating the use of facilities at a neighborhood center is to first give preference to teams or groups organized at the center, then to care for other municipal, neighborhood, or school teams and finally, if the facilities permit, to serve independent groups. Softball diamonds at some playgrounds are reserved one or more evenings a week for informal play such as pick-up games or slow-pitching games with a 14-inch ball.

Assignment of the facilities at playfields and special sports centers that serve a community or the entire city is generally a responsibility of the municipal sports supervisor. Much of the play by teams entered in adult leagues takes place at these centers, and schedules for the entire season are worked out for each sport. Permits for the use of fields and courts are rarely issued more than one week in advance, or for more than one period per week to teams not playing in department-sponsored leagues.

The period of play covered by a permit varies in length. In general it is one and one-half hours for a game of softball; two and one-half hours for baseball; one hour for basketball or volley ball. Tennis courts, shuffleboard courts and similar facilities are usually assigned by the hour. In golf, periods of play are indicated in terms of holes or rounds rather than time.

### *Regulations*

Rules and regulations controlling the use of property are needed to assure safe and satisfactory conditions of play, equal opportunity to all who are entitled to use the property and a maximum return in benefit to the people. The types of activities to be permitted or forbidden on an area need to be indicated; the periods during which certain groups can use it may need to be specified, and the conditions under which permits for its exclusive use are to be granted need to be defined clearly.



The nature of these rules varies with the particular area or facility; the method of controlling facilities on the neighborhood playground also differs from that commonly adopted for the playfield or major sports center. Some courts and fields are left free for informal use; others are restricted to use by individuals or groups with permits to play at designated periods.

Activities like archery, baseball and golf, which present unusual hazards to spectators or other individuals using an area, need to be restricted to specific locations where they may be carried on with safety. Because of the space and safety requirements of games like baseball and softball, playground rules increasingly specify which type, if any, may be played, the size of ball that can be used, the hours during which the game may be played, and the ages that are permitted to play during certain hours.

There is wide acceptance of the principle that the municipality should not spend tax funds to furnish recreation opportunities to individuals who seek to make a monetary profit from them. Similarly, a city is not justified in turning over the use of municipal areas and facilities to professional sports organizations, as has been done in a number of cities, on the grounds that in doing so it made possible spectator sports for the local residents. Such a practice denies to amateur groups the use of the facilities, which are usually provided by tax funds. Professional teams are prohibited from using municipal fields for practice or for games in most cities.

*Diamonds.* Items covered by rules for baseball and softball diamonds vary, depending upon local policies and conditions, but they usually include the following:

1. Place where reservations can be made. This is usually the office of the recreation department.
2. Hours per day and days per week when reservations can be made. These can usually be made at any time the department office is open.
3. Methods by which reservations can be made. Managers may be required to come to the office, though requests may be made by telephone in some cities.
4. Who may request a reservation. It is customary to require a team desiring to use public facilities to register with the depart-



ment; registration forms are generally supplied.

5. Fees, if any, for use of diamond. Such fees are not customary.

6. Practice periods permitted. These are usually restricted to one per week.

7. Length of period covered by reservation

8. Time reservation may be made in advance of playing date

9. Number of reservations granted at one time or time between them

10. Procedure for cancelling reservation. Managers are usually required to notify the department office a certain number of days before the game and to notify the opposing manager.

Other rules relate to the conduct of the game and the players and include such items as:

1. Use of uniforms and equipment. Type of shoes or other prescribed apparel is sometimes specified; also the use of masks by catchers, and of hats with safety grip. Some diamonds can be used only by uniformed teams.

2. Condition of grounds. Responsibility for determining whether the diamond is in condition to permit play is usually assigned to a specific official, whose decision is final.

3. Conduct of players and spectators. In case of disorder or violation of rules, the permit may be cancelled and future reservations be denied offending teams.

4. Starting the game. If teams do not appear within a specified time, usually twenty to thirty minutes after the game is scheduled to start, the permit is considered cancelled.

5. Overtime games. Teams must relinquish the field at the end of the period specified unless holders of the reservation for the following period agree to a continuation of the game or inning.

6. Night games. At lighted diamonds, warning is given teams a certain time before the period ends, and conditions for continuing play beyond this period must be clearly indicated.

7. Property damage. Responsibility for paying the cost of broken windows or other property damage should be indicated.

Each reservation or permit should specify clearly the date, time, diamond or field to be used. The name or number of the diamond is especially important if the game is to be played on a field with several diamonds. Managers applying for a reservation should be furnished with a set of the regulations; these are sometimes printed on the application form. For copies of an application form and field permit, see Chapter XII.



*Tennis Courts.* The adequacy and distribution of courts in a city, the type of surfacing, the number of courts in the various centers and the need for controlling play, influence the sort of tennis court rules that are required. Some rules are fairly uniform. Most cities, for example, require players to wear tennis shoes, forbid rallying on the side lines while courts are occupied, request players to observe tennis courtesies and restrict evening and week-end play to persons eighteen years of age and over. Regulations governing reservations, periods of play, tournaments and other factors, however, vary widely from city to city, as illustrated by the following rules in two cities where tennis is a popular sport.

In the first city courts cannot be reserved, although special agreements have been made with municipal tennis clubs granting them the week-end use of certain courts upon payment of a nominal fee. Periods of daytime play are limited by sets and not by time. Players are expected to use courts designated for their class—expert, good, beginner. A few of the rules are:

1. Players awaiting turn must hold their places in person at the court desired on the benches marked "For Players." Rackets, clothing or other proxies will not hold place.
2. Daytime Play—when two or more are waiting on players' bench:
  - a. Players playing, limited to one set. No singles may be started. Sets resulting in six all shall be determined by one additional game.
  - b. When two are waiting to play: Losers will give way to the two waiting. (In some cities, all four players spin to determine the two that will continue to play.)
  - c. When four are waiting to play: Entire court will give way at conclusion of first set.
3. Night Play Only—when two or more are waiting on players' bench:
  - a. Players are limited to thirty minutes of play.
  - b. Singles or doubles may be played.
  - c. Entire court must give way at termination of period.
4. To cover cost of electricity, a fee of 25 cents per 30 minutes will be collected for night play. Deposit 25 cents in meter box.
5. Warning up before match must not exceed three minutes.

Tennis court rules in Linden, New Jersey, are typical of those under which courts can be reserved in advance and play



is restricted to persons who have registered. The Linden rules and regulations follow:

1. Hours of operation—9:30 A.M. to 8:30 P.M. every day. Saturday, Sunday, and holidays courts will be opened one hour earlier (8:30 A.M.).
2. Reservations may be made one day in advance at the Recreation Commission office by phone or by calling personally. No reservations will be made at the courts.
3. In order to allow more playing time for working persons, reservations on Saturday afternoon, all day Sunday, and holidays, and every evening after 6:30 P.M. will be limited to those over eighteen years of age.
4. All players must be registered. The annual registration fee is ten cents. The registration card must be signed by the person to whom it is issued, and is not transferable.
5. Only residents of Linden may play.
6. Because of the demand, each player is limited to one hour of play each day.
7. The Recreation Commission reserves the right to complete a doubles set in making reservations for Saturday, Sunday, or evening play.
8. Smooth rubber-soled shoes must be used. (Heels of any type are strictly forbidden.)
9. Since lighted matches or cigarettes scar the court surface, smoking within the courts will not be allowed.
10. A schedule of advance reservations will be posted on the bulletin board each day. Players are asked to vacate the courts when their time is up.
11. The cooperation of all court patrons will be necessary to make this plan workable. Revocation of playing privileges will be the penalty for breaking these regulations.

In a city with ample courts well distributed throughout the city, reservations are made at the courts and not through the department office. Printed reservation forms are posted each week at all courts, with spaces for each hour during which play is permitted. Individuals desiring to reserve a court sign up for periods they wish to play, but are not permitted to do so for more than one period per day.

**Tournaments.** Since courts are withdrawn from public use while tournaments are in progress, special rules are necessary



to govern the granting of permits to groups for tournament play. Permission from the department office or sports supervisor is generally required before a tournament can be scheduled. At least one court in each location where tennis is played should be kept open for general public play while tournaments are in progress. Tennis clubs affiliated with the recreation department usually have the privilege of conducting one or more tournaments each year; if there is a municipal tennis association, it conducts the open or city-wide tournaments. Other groups wishing to have a tournament may be required to pay a reservation fee. It is important that requests for the reservation of courts for tournament play be submitted a specified number of days in advance and they must usually indicate the court desired, the date, hours, number of participants, the sponsoring organization, and the name and address of the individual in charge of the group.

Professionals are permitted to give instruction to individuals and classes at municipal courts in some cities. Conditions under which such instruction is given should be clearly indicated by the authorities, and regulations should be adopted governing the places and hours it is permitted and the sum to be paid the department for the use of the courts.

*Shuffleboard Courts.* Many cities have batteries of game courts that are used by people who play with regularity. The adoption of simple rules, preferably drawn up by the players themselves, eliminates arguments and makes for equal opportunity for all. Typical of such rules are the following set governing the use of the shuffleboard courts in a park in Long Beach, California. Members and non-members have equal playing privileges at these courts, which are administered with the assistance of a shuffleboard club.

1. Playing courts will be opened for play not later than 9:00 A.M. each day and will close at sunset.
2. As indicated on the registration board, playing time shall be one hour starting on the hour. However, if a round of play has started before the custodian sounds his whistle, the round may be completed before relinquishing the court.
3. Registration sheets for each day will be posted at 9:00 A.M. the preceding day. No member shall register or have his name appear



on the registration board for more than one game in any one day except as provided in Section 8.

4. So that members of equal ability may play together, all players are urged to arrange foursomes in advance. One member of each foursome may then register for the desired hour, but no one shall register for another member unless he is in the same foursome in which he is registered to play.

5. A player may register without being in a foursome. In this case the custodian may arrange a foursome by changing players' names from one court to another, but such arrangement will only be for the same hour for which the player has registered.

6. No player shall erase any names off the registration board and substitute his own or any other player's name.

7. All games must be played under the player's own name. If a player discontinues before his time expires, the game may be finished by a player without registering but he must have the consent of the custodian.

8. When starting a game if a player in your foursome is absent and no other player is available who has not played a game, then the custodian may assign a player to complete the foursome. Such players are to be selected by the custodian according to the order in which these waiting players have listed their names with him.

*Swimming Areas.* State health authorities have adopted regulations controlling the construction, sanitation and operation of swimming pools and other bathing places, and in every locality local rules should conform to the state regulations. Specific rules governing the conduct of bathers are also essential for efficient operation and the safety and welfare of persons using a beach or pool. These vary according to the type and size of the swimming area but the following items are typical of rules for bathers:

1. The pool or beach should be open for use only when at least one lifeguard is present.

2. Bathers should be confined to areas where they are safe; i.e., non-swimmers in shallow water.

3. Divers should be warned to avoid striking persons swimming near the diving boards.

4. Bathers should not call for help unless they need it.

5. Hazardous play should be prohibited; running on pool deck, horse-play, pushing bathers into the pool, play on ladders, etc.

6. Diving should be restricted to specified areas with deep water.

7. Inflated toys and other play equipment should not be taken into



the water without permission.

8. The bringing of food, bottles and other objects into the area should be prohibited.

9. Bathers should not engage in conversation with lifeguards.

10. Bathers should be warned not to remain in the water too long or to enter it too soon after eating.

At bathing beaches, regulations sometimes cover such items as lighting fires, playing ball, erecting tents or other structures on the beach, and boating in waters designated for bathing.

*Gymnasiums.* Rules governing the allocation and use of all recreation buildings and indoor centers used for sport are likewise essential. In drawing up a schedule for the seasonal use of gymnasiums and other indoor facilities, the recreation department gives priority to two groups: first, those organized by the department as a part of its indoor center program; then, teams and groups organized by or affiliated with the department as a part of its city-wide program. At a center with a diversified program, most of the available gymnasium periods are required for intracenter league games, informal play and use by center groups for gymnasium classes, badminton and other activities organized or supervised by the center's personnel. Little time can generally be allotted to city-wide leagues or independent teams. Many school gymnasiums, however, are turned over to the recreation department during certain periods and are made available on a permit basis to "outside" teams, when not required for play by department-sponsored groups. The sports supervisor is usually responsible for scheduling the use of these facilities.

Because gymnasiums and other facilities are often used by teams not affiliated with the recreation department and because they are usually operated with a minimum staff, rules governing their use are especially important. These specify among other items, the hours the facilities are to be available, the supervision required, the equipment that can be used or removed, the types of shoes that must be worn, the kinds of activities that are permitted and the responsibility for property damage. Smoking and the charging of fees or taking of collections are usually forbidden. A set of rules in effect in the gymnasiums in San Francisco will be found in Chapter XII.



### COOPERATING AGENCIES

Many organizations promoting or conducting sports are found in most communities; often several of them are concerned with the same types of sport. The recreation department cannot well ignore these agencies in administering its own program. To achieve high standards of competition and to eliminate questionable practices, active cooperation on the part of the sports organizations is desirable. The recreation department is in a better position to bring about such cooperation than any other local agency and it often takes the lead in doing so. This is sometimes achieved through the formation of a sports council or federation, like the organization formed in San Francisco for the direction of city-wide competition for boys (see page 43).

#### *Local Cooperation*

Through cooperative planning by local organizations uniform or non-conflicting rules for competitive play are adopted, the maximum use of available facilities is secured, joint training programs for sports officials are worked out, unjustified duplication of activities is prevented and schedules and services are coordinated. Such planning is advantageous to the public and to the cooperative agencies. City-wide play according to uniform rules and standards minimizes controversy and enables all to participate on an equal basis in district and city-wide competition. If, however, prevailing local standards for sport are low and the other agencies insist on maintaining them, the recreation department may need to proceed independently and set a higher standard, with the assurance that the benefits of its procedure will be demonstrated.

A close working agreement with the school authorities is especially desirable because the same children and youth participate in the programs of the school and recreation departments and in many cases their activities are conducted on the same properties. An example of cooperation between municipal and school authorities is the joint adoption in several cities of a rule whereby members of school athletic teams are barred from play in municipal leagues during the school season in the



sport. Some recreation departments have been criticized for conducting activities for school children that are not considered safe or beneficial by school authorities or for permitting activities to be conducted under rules disapproved by educational groups. A double standard in sports is to be avoided wherever possible, and an effort should be made to reach an agreement with the school authorities as to practices and programs that are mutually acceptable.

Alert sports authorities often secure valuable benefits to the community program from private sports organizations. Professional ball clubs in several cities permit boys and girls who are members of knot-hole organizations formed by the recreation department to attend games without paying an admission fee. They also make their fields available for the final championship games or for benefit events designed to raise money for an injured players' fund. Used balls are often turned over to the recreation department by professional teams, industrial leagues or tennis clubs for use in the junior baseball, softball or tennis program. Members of private sports clubs demonstrate activities or provide instruction to leaders or participants in the community program. Before the Second World War many colleges and universities opened their facilities to community use, especially in the summer months.

Vast possibilities of securing assistance with the program are open to the department that maintains cordial relationships with community agencies. A luncheon club or civic group may contribute funds to finance an activity for which no appropriation was made in the recreation budget or to provide the awards for winners in a tournament; sporting goods dealers may furnish balls for a tennis clinic or series of golf lessons; an industry may provide transportation for playground children to a city-wide play day; a newspaper may finance a junior baseball school or a series of clinics in a sport. A learn-to-swim week financed by a department store and an annual aquaparaade sponsored by a luncheon club are described in Chapter XIV.

Commercial organizations sometimes request the recreation department to lend its support and cooperation to a project which it is proposing to sponsor and conduct. In such cases the department, before giving its assent, should require assurances



that the activity will be conducted in such a way that high standards are maintained, individuals participating are not exploited, overemphasis on prizes is avoided, and the interests of the public and of the department are protected.

### *State and National Organizations*

The advisability of affiliating with state and national organizations that administer or control sports competitions must be considered by each local community sports agency. The determining factor in deciding for or against affiliation with a particular organization should be the effect of the decision upon the agency's ability to render a maximum service to the people. If joining an organization will strengthen the agency, enable it to expand its program and give a higher type of service, such action is justified; if it means restricting the activities, limiting participation or engaging in outside competition that requires a disproportionate amount of time and money, thus curtailing service to a larger group, such action is not desirable.

Many recreation departments are affiliated with the national organizations promoting sports such as baseball and softball on an amateur basis, and municipal sports leaders play an active part in their administration. Other departments decline to participate in the championship tournaments conducted by these organizations. Opinions also differ as to the advisability of affiliating with the Amateur Athletic Union, which is widely recognized as the official authority in boxing, swimming, track and field and other amateur sports. Authorities in many cities where these activities are organized on a highly competitive basis hold a membership in the Amateur Athletic Union and conduct events open only to athletes registered with that organization. The National Public Parks and Playgrounds Tennis Association, referred to in Chapter III, is composed entirely of public agencies or organizations using their facilities.

### **AWARDS**

The presentation of a prize to the victor in an athletic contest has become traditional. Every sports organization faces the



problem of the extent to which awards will be used, the types of awards to be granted and the conditions under which they will be made. Excellence or exceptional performance in sport, as in other fields of activity, merits special recognition; therefore, awards are commonly given to winning individuals and teams in the community sports program. It should be kept in mind, however, that the joy of participation and achievement is a primary objective of the program. Approval should therefore be withheld from any plan of awards that tends to subordinate this objective to the winning of a prize.

### *Types*

In practice, the nature and value of the award usually vary according to the achievement for which it is given. Certificates, chevrons, ribbons and badges are commonly given winners of playground events; felt letters, medals or emblems, to winners in city-wide competition. Team awards take the form of banners, trophies or cups, although in some cities a medal or other emblem is given to each member of a winning team. A trophy on which the names of the winners are inscribed but which is retained by the department or organization conducting the competition is favored by many leaders in sport.

Several cities use a standard type of certificate artistically engraved and bearing the seal of the city. The certificate is signed by one or more of the city authorities and the reason for the award is indicated on it. An award of this type is significant, inexpensive and suitable for framing. Copies of certificates will be found in Chapter XII. Standard medals of gold, silver and bronze have been adopted in Milwaukee and are given to individual city champions and to members of championship teams in all sports. This plan helps prevent overemphasis on particular sports and incidentally is more economical than having special medals for each activity.

Sweaters, watches and other merchandise that has a marketable value are condemned as awards by most leaders. Cash prizes violate the spirit of amateur sport and their acceptance by an individual jeopardizes his amateur status; consequently they should never be permitted in the community sports program.



### *Principles*

A few general principles applicable to the problem of awards are:

1. Their use with young people and adults should be restricted largely to highly organized, championship events, in which the winners have demonstrated unusual ability or achievement that merits recognition.

2. Where used, the award should be significant and have some relationship to the performance which earned it. A swimming emblem for passing swimming badge tests or a miniature football for membership on a championship football team are examples of such an award.

3. The award should give some indication of the degree of excellence of the performance for which it is presented. A certificate is an appropriate award to the winner of an event in a neighborhood track meet and a gold medal, to the state tennis champion.

4. The intrinsic value of the award should not be so great that the winner attaches greater significance to the award than to the winning of it. This principle is a major factor in the almost universal disapproval of cash or merchandise prizes.

5. Opportunities to win an award should not be restricted to a few stars. Recognition should be given the winners of several places in city-wide competition, in various classes of competition, and also to winners and runners-up in contests held on a playground or district basis.

6. The types of awards should be determined, or approved, by the agency conducting the sports program and not by a commercial, civic or other group that may furnish funds for purchasing them.

7. With children, it is generally advisable to make the awards promptly—preferably at the meet or game at which the award is won. With adults, however, it is common to present awards at the end of a sports season, possibly at a sports banquet, where the presentation is made a significant occasion.

8. The amount spent for awards should be related to the total funds available for the entire program. A department is not justified in spending an appreciable amount for awards if



this necessitates a curtailment in the program. In general awards for adult individuals and teams should be purchased from entry fees in the meet, league or tournament and not from the general funds of the agency conducting the program.

Sportsmanship is a factor in scoring sports events in a number of cities where special awards have been given individuals and teams for excellence in sportsmanship.

#### PERSONAL CONDUCT OF PLAYERS

The development of character and sportsmanship are among the desired outcomes of the sports program but they do not inevitably or automatically result from participation in sports. Athletic activities provide an excellent field for developing these qualities, however, under the proper type of leadership. Leaders, coaches and officials in sports have an exceptional opportunity to instill in the minds of children and young people right principles of conduct and high ideals of sportsmanship. Proper guidance, especially during periods of keen competition, can exert a wholesome influence upon the conduct and attitude of the players. It is part of the duty of the sports leader to teach players to be good sportsmen, fair opponents, modest victors and good losers. In order to accomplish this purpose leaders must have proper qualifications and set an example of good conduct. Selection of suitable leaders is therefore an essential function of the sports agency. (A code for sports officials and a list of desirable qualifications in leaders appear in Chapter X.)

#### *Codes of Conduct*

The adoption of a code of conduct for players is a method devised to help develop sportsmanship. The following is a modified form of the widely known code prepared for the Sportsmanship Brotherhood:

Keep the rules.

Keep faith with your comrade.

Keep your temper.

Keep yourself fit.



Keep a stout heart in defeat.

Keep your pride under in victory.

As a means of promoting good conduct, each member of the teams in one city's athletic leagues is required to sign a card indicating that he subscribes to the code of sportsmanship. He agrees to do his best to discourage profanity on recreation fields and to protect athletic, recreation, park and school property in the city. The card has spaces for entering the date and the signatures of the mayor, commissioner of parks and the player. On the back of the card is printed the code of a sportsman, officially adopted by the local recreation board.

Sportsmanship is promoted more effectively by stressing positive, right conduct than by emphasizing the things that should not be done by the player. However, unsportsmanlike practices that are to be avoided are specifically mentioned in the comprehensive Players' Code of Conduct adopted by the Municipal Athletic Federation of Los Angeles. It reads as follows:

**"NO PLAYER SHALL:**

1. At any time lay a hand upon, push, shove, strike or threaten to strike an official.
2. Refuse to abide by an official's decision.
3. Be guilty of objectionable demonstrations of dissent at an official's decision by throwing of gloves, bats, balls or any other forceful action.
4. Be guilty of heaping personal verbal abuse upon any official for any real or imaginary wrong decision or judgment.
5. Discuss with an official in any manner the decision reached by such official, except the manager or captain.
6. Be guilty of using unnecessarily rough tactics in the play of the game against the body and person of an opposing player.
7. Be guilty of a physical attack as an aggressor, upon any player, official or spectator.
8. Be guilty of an abusive verbal attack upon any player, official or spectator.
9. Use profane, obscene or vulgar language in any manner, or at any time.
10. Appear upon the field of play at any time in an intoxicated condition.
11. Be guilty of gambling upon any play or the outcome of the game with any spectator, player or opponent.



12. Smoke while going on or coming off the field of play, or while on the field of play.

13. Be guilty of discussing publicly with spectators in a derogatory or abusive manner any play, decision or his personal opinion of other players, during the game.

14. Permit anyone to remain in the dugout or on the players' bench during the game, who is not a playing member of the team, and in *uniform*, managers and score keepers excepted, but they must wear baseball cap.

15. Be guilty of intentionally throwing his bat.

16. Mingle with or fraternize with the spectators during the course of the game, but shall remain on the players' bench or on the field of play."

A system of scoring games, under which teams or individuals may receive more points for conduct and reliability than for winning, is used in some cities. (A sportsmanship scoring system is described on page 172.) Most authorities, however, hold the opinion that sportsmanship should be taken for granted rather than rewarded, and instead of giving points for good conduct they penalize the team or individual who breaks the rules or displays unsportsmanlike conduct. As a means of encouraging sportsmanship, some cities make awards at the end of the season to teams that have displayed the best conduct and spirit.

### *Special Problems*

Gambling in connection with any part of the program should be discouraged in every way possible. Players, teams or officials found guilty of engaging in any form of gambling in a sport in which they participate should be suspended from the sport. The playing of games for side bets or cash prizes is contrary to the code of amateur sport, and participation in municipal programs and the use of public facilities should be denied to teams that refuse to refrain from doing so.

The question of smoking is handled differently in different cities and under varying conditions. Baseball and softball players are prohibited from smoking on the field of play in many cities, but smoking on the bench may be permitted. It is customary to prohibit players from smoking in gymnasiums and locker rooms. The use of profanity is not tolerated on public recreation areas.



Because sports clothing and uniforms worn by some individuals violate good taste and offend public opinion, regulations concerning them have been adopted in some cities. Typical of these is the rule that men playing on public tennis courts, baseball diamonds and other facilities may not disrobe to the waist. More frequently desired results can be achieved without such formal action. Good taste in uniforms worn by girls' and women's teams is desirable.

The conduct of groups while engaging in activities away from public recreation areas is a matter of concern to the sports authorities. Rules for the guidance of the members are sometimes prepared in cooperation with the groups themselves. Typical of such rules are the following which govern the conduct of members of a municipal bicycle club. While on a trip members are expected not to:

Violate safe biking rules.

Deface or destroy property.

Drink liquor during progress of the trip.

Yell at motorists.

Trespass or cross private property without permission from the owner.

Leave the group without permission of leader.

Accept lifts.

Regulations specifically indicating forms of conduct that are not permitted on the part of participants in the sports program have been adopted in some cities. Even though leaders seldom need to invoke them, such regulations afford a backing for leaders in case enforcement becomes necessary. In every case where an infraction of the rules occurs, the director is required to make a complete report.

Infraction of rules of conduct draws penalties varying from a warning or brief suspension from the game in case of a minor offense to suspension from further play, in case of a serious infraction. In at least one city where the regulations for conduct have been overstepped, the name of any player suspended by the athletic department is sent to all playground directors and he is ineligible to take part in inter-playground as well as city-wide competition until reinstated.



**UNDESIRABLE PRACTICES**

The chief objective of the sports agency, as previously stated, is to promote a wholesome, attractive program. Yet authorities must be aware of the dangers that threaten sport because of its great popularity and must take steps to prevent the development of any practice that interferes with the achievement of its objectives. A few such practices are mentioned briefly.

Professionalism has no place in the community sports program because it runs counter to the idea of "sport for sport's sake." It gives play a secondary role rather than making the enjoyment of the sport the primary consideration. Participation in formal competition in the community sports program is open only to amateurs in most cities. An amateur is commonly defined as a person who is not paid directly or indirectly for playing, taking part in or giving exhibitions or who has not competed for a stake, purse or money prize. An individual is considered an amateur in any sport in which he has not professionalized himself. For example, a man who has played professional baseball may still compete in other games or sports in the community program, provided he has retained his amateur status in these games or sports. He may not, however, compete in any A.A.U. sanctioned events.

Overemphasis on the development of championship teams, a tendency in some cities, is subject to attack on various grounds. Since most cities have limited resources and personnel, concentration of time and attention upon a relatively small number of individuals or teams means that the interests of the majority are neglected. What is more, where this condition prevails the group that already has the greatest skill receives the lion's share of leadership and funds that might better be directed toward helping those whose skill is limited. Overemphasis upon winning championship tends to make winning of greater importance than playing the game, and there is a danger that the idea of win-at-any-cost may prevail.

Exploitation of individuals and teams should not be tolerated. Any attempt to subordinate the welfare of the participant to that of the spectator or promoter should be ruled out of the community sports program. Exploitation may take a variety of



forms, such as scheduling more games than can be played in the interest of the players' health, arranging long trips with insufficient safeguards as to health and welfare, entering young boys in boxing championships and organizing leagues for children of grammar school age in highly competitive activities. Outstanding abuses in sports programs for women and girls are the matching of women's teams against teams composed of men and the participation by women in sports considered unsafe or unsuitable for them. The cooperation and resources of the community sports agency should be withheld from events which involve the exploitation of the individuals taking part in them.

Sponsorship by breweries, taverns and similar establishments of athletic teams composed of children or youth is considered undesirable. The harmful influence of such sponsorship was pointed out in *Sports Age* for September 1946, which contained an editorial urging that the practice be stamped out and calling upon local recreation bodies among other groups to stop the practice by rejecting playing facilities to such teams. The wisdom of disassociating liquor and sports is recognized, too, by the state authorities, as in New Jersey where the Department of Alcoholic Beverage Control has ruled that manufacturers or wholesalers may not furnish ball teams or anyone else uniforms bearing advertisements of any brand of liquor. •

Commercialization of sport is sometimes attempted by individuals or firms who see in the promotion of sports events an opportunity to achieve publicity, political advantage or financial return. In such cases the welfare of the participant receives little consideration. Boys and girls are encouraged to take part in events without adequate training, health examinations, or supervision. The cooperation of the recreation department is sometimes sought by promoters of sports events for the purpose of giving them an official or approved flavor. Sports authorities have an obligation to withhold their cooperation and support from any proposal that is motivated primarily by commercial or other private considerations.

National championships in children's events are not looked upon with favor by most recreation authorities. Opposition to them is based primarily upon the belief that such championship events overemphasize the importance of sport in the minds of



the children. Other considerations are the expense and the responsibility involved in transporting children to and from the matches and in caring for them while they are away from home. Leading educators and organizations of physical education and recreation workers have gone on record as opposing state and national championships or tournaments for boys and girls of high school age or younger.

The Junior Olympics and marbles tournaments are typical of such national championships that have been held for many years under the sponsorship of newspapers. Many recreation departments have cooperated in conducting the local contests to select winners for the state and national events. Some have helped with these contests because of local pressure for cooperation; others have done so because they felt that they could thereby assure more satisfactory conditions for the participant than would prevail if their cooperation were withheld.



## CHAPTER V

### *Planning Sports Programs ~*

Sports programs are built around activities. Recreation department personnel or other community sports leaders must therefore be thoroughly familiar with the activities that comprise the field of sport. It is not enough for the leader to know how to play games or to engage in forms of sport. He must understand the age groups for which they are appropriate, the season of the year in which they are popular, the amount and types of needed space and equipment, the number of people and the amount of time required for satisfactory participation and the methods by which they can be organized and carried on successfully. This chapter contains a comprehensive list of sports activities. It also shows how various factors influence the planning of sports programs. Examples are presented to illustrate how these factors are specifically applied in different parts of the community sports program.

#### RESPONSIBILITY FOR PLANNING

To the superintendent of recreation is assigned the overall responsibility for planning the total municipal recreation program, including sports, subject to the general approval of the



recreation board or his immediate superior. It is his function to appraise the program as a whole and to see that all essential factors are considered. In actual practice a large number of individuals, both paid workers and volunteer leaders, share in the planning process, except in the very small community. The supervisor of sports, under the general direction of the recreation superintendent, plans the activities that are conducted on a city-wide basis. Working with him or his assistants, the officers of the various associations, leagues and clubs functioning on a city-wide basis help develop plans for their respective groups. With the sports supervisor they determine the activities to be carried on and schedule events for the season or year.

In the small city the superintendent of recreation is in direct charge of the playground and center program; in larger cities a special supervisor is employed to direct it. In either case a general plan is worked out, often with the cooperation of the department staff, covering the minimum types of activities to be carried on at all playgrounds and centers and the events to be used in inter-playground competition. Individual center directors must conform to the general pattern but are free to select the specific activities within each type and to conduct others not included in the overall plan. They, in turn, rely upon their assistants to offer program suggestions and help develop the program details for the various groups with which they work. Either through formal club organization or otherwise, persons attending the playgrounds and centers are encouraged to assist in determining the activities of greatest interest and in working out plans for including them in the program. Program planning for the playgrounds and indoor centers is rarely a responsibility of the supervisor of sports, although he sometimes has charge of inter-playground activities and he commonly advises on neighborhood programs.

Throughout the whole planning process, an attempt is made to achieve the objectives which the recreation department has adopted for its sports program.

#### CLASSIFICATION OF ACTIVITIES

The activities that comprise the sports program may be classified in various ways, although none of these methods is



all-inclusive or entirely satisfactory. A common and simple classification of activities is: (1) *Individual*, such as swimming, archery, tumbling, hiking, skating or rink bowling, in which a person may participate alone; (2) *Dual*, such as tennis, horseshoes, handball or shuffleboard, in which at least one opponent is required; (3) *Group*, such as low organized games and relays, in which varying numbers of individuals may take part, and (4) *Team*, such as softball, baseball, hockey or soccer, in which a specified number play as a unit or an organized team. Although most sports activities fall naturally under one of these headings, many of them can be conducted in such a way as to belong under more than one classification. Thus, softball, although essentially a team game, may be played informally as a group game; swimming and archery, though individual activities, may be enjoyed in a group or organized on a team basis.

Activities may also be variously grouped according to type, under such headings as low organized games, court games, athletic tests, floor games, field games, combative sports, gymnastics, track and field sports, outing activities, winter sports and water sports. They are sometimes classified according to age groups for which they are appropriate; they may also be divided into activities for men and boys, for women and girls or for mixed groups. The precise method of classification is relatively unimportant, but the sports leader needs to know the activities and their adaptations, and the conditions under which they are likely to prove successful.

In the lists that follow the activities comprising the field of sports are classified primarily according to age and secondarily according to sex. Though far from complete, the lists indicate the wide variety of sports. Activities appropriate to each of four age groups are included; to avoid excessive duplication, no activity appears more than twice.

In using these classifications, it should be remembered that interest in sports varies widely in individuals of the same age and sex. Conversely, similar interests are sometimes found in individuals who differ in age and sex. Some activities are popular from childhood to old age, as noted in the lists; others have a strong appeal for a particular age group. If these variations are kept in mind, the age-group lists will be found useful in program planning.



**ACTIVITIES FOR AGES NINE THROUGH ELEVEN****Boys and Girls****Boys Only***Games*

Black and White  
 Bombardment  
 Bull in the Ring  
 Captain Ball  
 Center Base  
 Club Snatch  
 \*Croquet  
 \*Dart Games  
 \*Dodgeball  
 Endball  
 German Batball  
 \*Golf Croquet  
 Hare and Hounds  
 \*Horseshoes  
 Jump the Shot  
 Kickball  
 Lead-up Games to  
     Basketball  
 Longball  
 Newcomb  
 Poison  
 Pom-Pom-Pullaway  
 Prisoner's Base  
 Red Light  
 Relay Games  
 Snow Games  
 Soccer (modified)  
 \*Softball  
 Spud  
 Squirrels in Trees  
 Tag Games  
 \*Tether Ball  
 Three Deep  
 Tin Can Golf  
 Volley Ball  
     (modified)  
 \*Washers

*Other Activities*

Athletic Badge Tests  
 Baseball Throw for  
     Accuracy  
 Baseball Throw for  
     Distance  
 \*Bicycle Riding  
 \*Coasting  
 Dashes (40 and 50  
     yards)  
 \*Diving  
 \*Fishing  
 \*Hiking  
 Hoop Rolling  
 \*Ice Skating  
 Kite Flying  
 Relay Races  
     Pass Ball Relay  
     Potato Race  
     All-up Indian  
     Club Relay  
     Obstacle Race  
     Shuttle Relay  
 Ring Toss  
 \*Roller Skating  
 Scooter Races  
 Standing Broad  
     Jump  
 \*Swimming  
 Swimming Races  
     (up to 25 yards)  
 Tumbling and Stunts

Bicycle Polo  
 \*Handball  
 Jump and Reach  
 Marble Golf  
 Marbles  
 Pull-ups  
 Roller Skate Hockey  
 \*Running Broad  
     Jump  
 Shinney  
 Stilt Walking  
 Top Spinning

**Girls Only**

Hopscotch  
 Hopscotch Golf  
 Jumping Rope  
 Line Soccer  
 O'Leary

\*Activities marked with an asterisk belong in all four of the age-group lists.



# ACTIVITIES FOR AGES TWELVE THROUGH FOURTEEN

(See also the list for ages nine through eleven)

## Boys and Girls

## Boys Only

### *Games*

Badminton  
Clock Golf  
Dart Baseball  
Deck Tennis  
Goal-hi  
Hand Polo  
Hand Tennis  
Hit-Pin Baseball  
Indoor Baseball  
Jump and Reach  
Low-organized Games  
    (See list for 9-11-  
    year-olds)  
Schlag Ball  
Shuffleboard  
Snow Games  
Table Tennis  
Tennis  
Tin Can Golf  
Volley Ball  
Water Games

### *Other Activities*

Archery  
Athletic Badge Tests  
Baseball Throw for  
    Accuracy  
Baseball Throw for  
    Distance  
Baton Twirling  
Figure Skating  
Foul Throwing  
Horseback Riding  
Horsemanship  
Kite Flying  
Lariat Throwing  
Life Saving  
Mountain Climbing  
Pyramid Building  
Relay Races  
Riflery  
Rope Climbing  
Rowing  
Skiing  
Swimming Tests  
Tobogganing  
Tumbling and Stunts

Baseball  
Basketball  
Bicycle Races  
Box Hockey  
Boxing  
Dashes (up to 100  
    yards)  
Drop-kicking for goal  
Handball  
Hop, step and jump  
Ice Hockey  
Jousting  
Punting for Distance  
Running Broad Jump  
Running High Jump  
Shot-put (8 lb.)  
Soccer  
Standing Broad Jump  
Standing High Jump  
Swimming Races  
    (up to 60 yards)  
Touch Football  
Wrestling

## Girls Only

Broom Hockey  
Dashes (up to 60  
    yards)  
Field Ball  
Field Hockey  
    (modified)  
Nine-Court  
    Basketball  
Soccer (modified)  
Soccer Baseball  
Swimming Races  
    (up to 50 yards)



**ACTIVITIES FOR AGES FIFTEEN THROUGH SEVENTEEN**

(See also the list for ages twelve through fourteen and the activities marked with an asterisk in the list for ages nine through eleven)

**Boys and Girls****Boys Only***Games*

Archery Golf  
 Badminton  
 Bowling (rink)  
 Cage Ball  
 Clock Golf  
 Deck Tennis  
 Duck Pins  
 Giant Volley Ball  
 Goal-hi  
 Golf  
 Handball  
 Hare and Hounds  
 Indoor Baseball  
 Lacrosse  
 Shuffleboard  
 Snow Games  
 Soccer  
 Speedball  
 Table Tennis  
 Tennis  
 Volley Ball  
 Water Games

*Other Activities*

Aquaplaning  
 Archery  
 Aviation  
 Baton Twirling  
 Canoeing  
 Fencing  
 Figure Skating  
 Horsemanship  
 Life Saving  
 Mountain Climbing  
 Riflery  
 Rowing  
 Sailing  
 Skiing  
 Snowshoeing  
 Surfboard Riding  
 Tobogganing

Girls Only

Basketball (girls' rules)  
 Dashes (up to 75 yards)  
 Field Ball  
 Field Hockey  
 Low Hurdles  
 Shot-put (6 to 8 lbs.)  
 Swimming Races (up to 75 yards)

Bag Punching  
 Basketball  
 Bicycle Polo  
 Billiards  
 Box Hockey  
 Boxing  
 Cricket  
 Cross-Country Running (modified)  
 Discus Throw  
 Field Events  
 Pole Vault  
 High Jump  
 Shot-put  
 Hop, step and jump  
 Football  
 Gymnastics  
 Ice Hockey  
 Javelin Throw  
 Lariat Throwing  
 Pole Vaulting  
 Pool  
 Rugby Football  
 Six-Man Football  
 Ski Jumping  
 Squash  
 Swimming Races (up to 100 yards)  
 Touch Football  
 Track Events  
 Runs  
 Dashes  
 Hurdles  
 Relays  
 Tug-of-War  
 Wrestling



# AGES EIGHTEEN AND OVER

(See also the list for ages fifteen through seventeen and the activities marked with an asterisk in the list for ages nine through eleven.)

<u>Men and Women</u>	<u>Men</u>
Aviation	Bobsledding
Bait Casting	Cricket
Boccie	Cross-country Running
Code Ball	Curling
Duck Pins	Dog Sledding
Field Archery	Field Archery
Fly Casting	Hammer Throw
Ice Boating	Hunting
Lawn Bowling	Ice Sailing
Motor Boating	Jai-Alai
Roque	Pistol Shooting
Skeet Shooting	Polo
Soccer	Quoits
Trapshooting	Skijoring
	Squash
	Tug-of-War
	Water Polo
	Weight Lifting
	Yachting
<u>Women</u>	
Broad Jump	
Dashes (up to 100 yards)	
Field Hockey	
Hurdling (2 ft.)	
Relays	

## PLANNING FACTORS

If a community sports program is to meet the criteria outlined in Chapter II, a number of basic factors must be kept in mind in planning it. Among them are age, sex, skill, time, interest, space, facilities, leadership, numbers, cost and method of organization. Each has a direct bearing upon the selection of activities to be included in the program, and the way in which they are carried on. Leaders need to know how each of these factors influences planning and operation of the program at the playground, in the indoor center or throughout the city.

### *Age*

Interest in specific sports varies with age and is directly influenced by it, although some sports appeal to individuals from childhood to old age. At three, a boy plays with a large rubber ball; at ten, he enjoys a game of prisoner's base or one o'cat; at



eighteen, he prefers highly organized team games such as basketball and baseball; at thirty, golf and tennis have replaced his earlier activities, whereas at sixty, roque, shuffleboard, croquet and lawn bowling are likely to be his favorite sports.

Up to the age of about nine, boys and girls take part together in hunting and chasing games and in informal seasonal activities such as wading, skating, coasting and swimming. The element of cooperation in games begins to develop between the ages of nine to twelve, although play is still primarily individualistic. In this period manual and motor skills are acquired; badge tests and athletic stunts have a strong appeal, and interest develops in activities which contain the elements of such team games as baseball, volley ball, and basketball. About the age of twelve, free informal play tends to give way to the more highly organized team games, and interest develops in individual and dual sports such as tennis, handball and track and field events. Hiking and outing activities have a strong appeal during this period, and boys and girls make rapid progress in water skills.

As boys and girls enter the middle teens, team games continue to hold a high place. Ice hockey and football are popular activities with boys of this age; field hockey and soccer, with girls. A desire to excel in individual or dual sports is developed in many teen-age youth.

Relatively few people acquire new skills and interests in sport after they reach maturity, but with the increase in leisure and in opportunities for receiving instruction, the number of individuals who do so is growing rapidly. Most adults withdraw from the more strenuous forms of sport as they grow older and turn to fishing, volley ball, archery, golf, swimming and other milder forms of exercise. After middle life, participation is largely limited to such activities as lawn bowling, croquet, hiking, shuffleboard and golf, although some individuals regularly continue to play tennis, swim and participate in vigorous sports long past this period.

In considering these changing characteristics at different ages, it should be remembered that people are individuals and that they differ greatly in their interests and abilities, even in the same age period. A few significant facts that merit consideration in program planning are:



1. Individuals of the same age like or dislike various sports just as people of different ages differ in their interests.
2. A particular form of sport attracts different people at different ages and holds their interest for varying periods.
3. Many activities carry over from one age period to another; there is seldom an abrupt dropping of an activity at a specific age.
4. The needs of growing children, young people and adults can be met only by continuous interrelated and progressive programs.
5. Children frequently desire to take part in activities before they are physically equipped to do so with satisfaction or safety, but it is in their interest to permit them to engage only in activities appropriate to their age group.
6. Games and other activities that fathers and sons, mothers and daughters or family groups can enjoy together deserve a place in the program along with events for a limited age group.

### *Sex*

Sex is widely recognized as a factor to be considered in planning and conducting sports programs. Boys and girls up to approximately ten years of age are interested in much the same games and sports activities, but thereafter selection and adaptation of activities according to sex differences is necessary. Structural changes that occur in the girls at about eleven or twelve years of age influence their participation in sports. At this stage girls grow much faster than boys, but they are less strong and skillful; consequently, boys generally excel in games and sports. Competition between the two sexes is therefore unsatisfactory, and contests between girls and boys in games involving bodily contact should be eliminated. Adolescent boys are attracted to vigorous, rough, strength-matching activities, whereas girls are primarily interested in events in which form and skill rather than strength and speed are emphasized. The two sexes continue to play many of the same team and dual games, but rules governing the play are in some cases modified for women and girls. Periods of play are shortened, and dimensions of the court, height of the net or weight of the ball are reduced. Games such



as baseball, football and ice hockey, popular with boys of high school age and older, are not suitable activities for girls. As a matter of fact, team games in general are less popular with women and girls than individual and dual sports. Softball maintains its popularity but activities like tennis, golf, swimming, badminton and table tennis are gaining on other team games. Reasons are the relative difficulty of assembling women's teams to play on a regular schedule, the lack of interest in strenuous sports among most women over twenty-five years, and the fact that women like to look well and therefore prefer activities for which they can dress to advantage. After they reach maturity women engage in sport to a lesser degree than men, although increasingly they are continuing to participate in the less strenuous activities. Many men and women enjoy playing together in such games as tennis, bowling or badminton, preferably with mixed teams, and in such activities as archery, swimming, skating and hiking. Corecreational activities play an important part in sports programs, especially with teen-age youth. In later years men and women take part more frequently in activities like shuffleboard, golf and lawn bowling.

### *Interests and Preferences*

Since sport is a form of recreation and since people take part in it from choice, the desires and interests of the people of the city are the predominant factors in planning a community sports program. One of the first steps in developing a program is therefore to determine the kinds of activities the people want. Some activities are so universally popular there is no question as to their place in the program; in fact, it can be built around them. Others have only a limited following. Surveys of local interests and preferences in sports and other forms of recreation have been conducted in many cities to determine the activities for which the desire was greatest and which should therefore be included in the program.

A teen-age survey of the recreation interests of high school students in Long Beach, California, affords an example of a study of the preferences of a limited age group. It revealed that of the activities in which they engaged, high school students



liked best the following sports, listed in order of preference:<sup>1</sup>

Senior High School		Junior High School	
Boys	Girls	Boys	Girls
Swimming	Swimming	Swimming	Swimming
Basketball	Tennis	Baseball	Tennis
Camping	Camping	Camping	Baseball
Baseball	Softball	Softball	Camping
Boxing	Basketball	Basketball	Softball
Softball	Volley Ball	Fishing	Badminton
Fishing	Baseball	Boxing	Basketball
Wrestling	Badminton	Wrestling	Tumbling
Tennis	Fishing	Football	Paddle Tennis
Handball	Bicycling	Tumbling	Bicycling

The preceding lists reveal a number of interesting facts with reference to the sports preferences of these young people. Swimming heads the list in each instance, as it does in practically all recorded preference studies. Five activities are found in all four lists, and two others are found in three of the lists, indicating that they enjoy a high degree of popularity among both boys and girls, twelve through eighteen. Boxing and wrestling appear only in the two boys' lists; badminton and bicycling only in the two girls' lists. Tumbling apparently appeals more strongly to the younger group, since it appears only in the lists of the junior high school boys and girls. Few team sports are listed, indicating a preference for less highly organized activities or for sports in which individuals or couples may participate. (Football did not appear on the list submitted to the students. The fact that it is in the preferred list of junior high school boys suggests that it merits a higher degree of popularity than its place in the list indicates.)

Studies of local interests reveal the great popularity of sports as compared with other forms of recreation. In a study of the leisure hours of 5,000 adults living in 29 cities, conducted by the National Recreation Association, the five most desired activities in the order named were tennis, swimming, boating, golf and camping.<sup>2</sup> Ice skating was tenth on the list, followed

<sup>1</sup>"A Teen Age Recreation Survey in Long Beach", reprinted from *Recreation*, February, 1944.

<sup>2</sup>National Recreation Association, *The Leisure Hours of 5,000 People*, 1934.



by hiking, with fishing and picnicking not far behind. In spite of the popularity of these sports, a large percentage of the adult population rarely, if ever, participates in, or even watches them. Swimming was the only form of sport in which as many as one half of the 5,000 adults studied by the National Recreation Association took part, and picnicking, hiking and tennis were the only others in which one-third ever engaged. Swimming was the only sport in which as many as one-fifth took part frequently.

The wide disparity between people's desire to engage in sports and their actual participation in them has been revealed repeatedly. This is particularly true of activities which require large areas, long periods of time, special facilities and equipment, or a considerable degree of skill. Determination of the activities desired by the people of a city is therefore only a first step in making these activities available to them.

Activities for which there is the greatest demand should receive the major emphasis in program planning, but other, less popular, sports desired by a certain percentage of the population also merit consideration. The recreation department has a responsibility for serving the interests of all the people as far as its resources permit, and the degree to which the program is built around interest-centered activities determines largely its continuing success. It must be kept in mind that many adults have had little or no opportunity to participate in sports, or even to observe others engage in them. Consequently, they are unaware of the satisfaction that people gain from sports and cannot be expected to express a desire to take part in them. Programs must therefore not be based alone upon expressed desires and interests. Sports demonstrations, classes for beginners, the loan of equipment and other methods must be used to enlarge people's knowledge of sports and to develop interest in them.

### *Skills*

Skills are important in the sports program because the satisfaction which most people gain from participation in sport is largely proportionate to their skill in the activity. The more



skilled players and teams are generally more enthusiastic and aggressive; consequently, they are often allotted a major share of the funds, facilities and supervision. In program planning, opportunities should be provided for play at various skill levels and players should be grouped for competition with others of comparable ability in the sport. Equally important, individuals should be encouraged to improve their skills and to acquire new ones, through the provision of group instruction, clinics and other means. The leader who understands the significance of skills in program planning does not organize children's teams in games requiring skill and ability beyond their years. He does not embarrass the novice by inducing him to join a group of experts in a sport. Sound planning takes into account the skills essential for satisfactory participation in various sports, and avoids activities which cannot be carried on safely until people have been taught the necessary skills.

### *Physical Capacity*

A common tendency in planning a sports program is to give undue attention to the active, athletic group and to stress activities that require a high degree of strength and stamina. A program that is to serve the needs of the community must take into account the large numbers of persons who for one reason or another cannot participate in strenuous activities and it must provide events suited to their physical capacity. Fortunately, the wide range of sports includes activities that can be engaged in safely and enjoyed by people, regardless of their physical limitations. Even individuals with severe physical handicaps, such as the blind and crippled, have been taught to take part in many forms of sport, though modifications in the rules are sometimes necessary. The need for adapting activities to physical capacity is especially important in planning programs for children and for persons past middle age.

### *Safety*

Hazards cannot be eliminated entirely from sports. However, in program planning the danger inherent in certain types of



sport and the safeguards that minimize the probability of accidents, must be recognized. These safeguards may involve supervision, the planning of facilities, suitable clothing or equipment, or a degree of skill on the part of the participant. Ski jumping and high diving are examples of sports that require a properly designed facility, the use of which must be restricted to persons who have demonstrated their ability to use it or who are receiving instruction in the activity. Physical condition and development, clothing and supervision are important safety factors in such sports as boxing and football. A properly constructed range and continuous supervision during periods of use are essential in a sport like riflery. In many milder forms of sport, safety is a negligible factor. Unless the planning agency can provide proper safeguards and assure safe playing conditions, it is not justified in organizing an activity.

### *Number of Participants*

The number of people likely to take part in a sports program affects planning in several ways. For this reason it is important to determine in advance the approximate number of people who are interested in various activities. In preparing the recreation department's budget, the relative popularity of the various activities must be considered as well as the cost. It must be kept in mind, for example, that thousands of children desire to take part in low organized games on the playground, whereas relatively few individuals wish to engage in archery or bowling-on-the-green. An important factor in planning a swimming pool is the fact that recreational swimming is popular with a large percentage of the population, but that fancy diving appeals to only a few. Numbers are a controlling factor in some sports. Team games, like soccer and lacrosse, cannot be promoted satisfactorily if only a dozen individuals in a community are interested, but other activities can be conducted successfully with a few players. The number that can be accommodated in different sports on a given area often determines its best use. A field may be large enough for two baseball diamonds that can serve thirty-six players, whereas if half of the space is set aside for volleyball, basketball, paddle tennis, horseshoes and a variety of other ac-



tivities, a much larger number of players can be accommodated. The community sports program should include activities that serve large groups as well as more highly specialized sports that appeal to only a few. The extent to which different sports attract spectators is also a factor to be kept in mind in planning programs.

### *Time*

The varying amounts of time required for satisfactory participation in different activities and under different circumstances must also be taken into account. There is a place in the program for activities that can be engaged in during an after-school period or lunch hour, between dinner and dark, on a Saturday or over a week end. Low organized games, horseshoes, basketball goal shooting and table tennis are typical of the activities that a person can enjoy when only a few minutes are available; a game of softball, croquet or soccer requires a longer period; swimming and winter sports, unless the facilities are close at hand, usually involve an even longer period, whereas golf, boating and fishing can be enjoyed fully only if a person has several hours to devote to them. The community program serves the people best when it provides facilities they can reach with the minimum expenditure of time and activities that are adapted to different leisure-time periods.

The factor of time is also important in arranging sports schedules, since league and tournament play must be completed within a reasonable period of competition. In assigning facilities to individuals and teams, the length of periods must be determined in such a way that maximum use of the facilities and ample time for play are assured. Sound planning requires also a knowledge of the time required for conditioning a team or group for competition in a sport, conducting a baseball clinic, organizing and conducting a learn-to-swim campaign, running off an ice carnival or preparing a group to take athletic tests. Timing is important in the scheduling of events, for they are more likely to succeed if they are held at a time most convenient for participants and spectators and if they do not conflict with other local events. Failure to make proper allowance for the



time element in planning the sports program is certain to have disastrous effects.

### *Climate and Season*

The climate and the season of the year affect planning in several ways. Climatic conditions often determine the time and length of the season in a sport. Outdoor winter sports activities, for example, depend upon the availability of ice and snow, and authorities must determine whether expected conditions will justify the inclusion of certain forms of winter sports in the program. Outdoor swimming and other water events are practicable only during the warm months; temperature records therefore afford a guide in drawing up the aquatics schedule. Hiking, on the other hand, is a year-round sport. Many court and low organization games can be played out-of-doors except in severe winter weather.

Tradition is a seasonal factor in many activities. The appearance of marbles and tops invariably heralds the approach of spring; outdoor track is primarily a spring activity, and cross country running a fall sport. The fishing and hunting seasons are commonly determined by state legislation, but these may well influence the programming of events like fly casting and skeet shooting that help prepare anglers and hunters for their favorite sports. Basketball and volley ball reach their peak during the indoor winter season, although they are being carried over increasingly from the gymnasium to the playfield. The provision of indoor facilities for activities like swimming and ice skating is extending these sports to a year-round basis, but their seasonal nature remains an important factor in program planning.

### *Cost*

Most recreation departments operate on restricted budgets and with limited funds, so the influence of cost upon programs is apparent. Each phase of the existing or proposed program needs to be analyzed to determine the relationship between its cost and the benefits derived from it. Activities that necessitate a large initial investment for facilities and considerable main-



tenance and operation expense must be appraised in comparison to others that can be provided at relatively low cost. Priority should normally be given to activities which serve a large number of people and at a low unit cost. Spending a disproportionate share of sports funds to provide activities for a few is certain to arouse justifiable criticism. In some communities, individuals can afford to purchase the equipment needed for sport; in low income neighborhoods the promotion of activities for which expensive equipment is needed is unjustified. Money spent in helping people acquire skills in activities that are inexpensive and that can be enjoyed at home or played informally, is a good investment. A project that makes possible participation over a considerable period usually justifies an expenditure more readily than a single event that lasts only a day or two. A sound principle in program planning is to approve an expenditure only if it will contribute to the attainment of one or more of the objectives set up for the program.

### *Leadership and Supervision*

Since workers' salaries are a large item in the community sports budget, the amount of leadership or supervision required for various types of sport affects program planning. Games like handball, paddle tennis, tether ball and goal-hi require a minimum of supervision. Tennis courts, if built of concrete or bituminous materials, need little attention, and methods of handling reservations can be largely self-operating. Supervision is an important factor, however, wherever facilities need to be protected against misuse, play requires direct control, equipment needs to be supplied to the individual players or protection against accidents must be continuous. Thus the operation of a bowling green, golf course, shuffleboard court, rifle range, toboggan slide and swimming pool present personnel problems. Leadership is essential in the organization and conduct of many children's activities and in the planning and conduct of clinics, classes and instructional periods. Supervision or leadership must generally be provided wherever fees are to be collected. Leagues, tournaments and special events are successful only if paid workers or volunteers devote much time to planning and



conducting them. Young people and adults can often be helped to organize their own groups and activities, after which they require little supervision on the part of recreation department personnel. Children's groups, on the other hand, need the more or less continuous guidance of adult leaders for many of their sports activities. Wise planning assures the optimum use of the entire sports staff.

### *Areas and Facilities*

Most sports require special facilities or equipment or both; many can be played only as considerable indoor or outdoor space is made available. The space requirements of each activity must be taken into account in developing a community sports program. Resourcefulness on the part of the leader can utilize even a small playground or gymnasium for a diversified program, but the program is definitely limited by the space and facilities available. Horseshoes, tether ball, group games and athletic stunts, for example, require little space and equipment; golf, baseball and trap shooting are typical of the activities that require relatively large areas. Aquatics are out of the question, unless a suitable water area is available. Failure to realize fully the possible uses of existing outdoor and indoor recreation space partly accounts for the meager programs in many communities; lack of suitable areas and facilities is the chief reason, in other cities.

The difficulty of securing space for sport has prompted the development of game adaptations that require less area. Softball, for example, is a modification of baseball; paddle tennis, of tennis; goal-hi, of basketball; duck pins, of bowling. Other games such as clock golf make it possible in a small space to enjoy elements of activities that require a much greater area.

### *Organization*

Activities differ in the amount and type of organization required; yet many activities can be organized in a variety of ways. The manner in which an activity is organized often largely determines its success or failure, so care must be taken



in the selection and use of various organization methods. Many sports are practically self-operating, once the facilities are provided. Such widely different activities as handball, horseshoes, touch football, bicycling, jumping, swimming and prisoner's base can be carried on informally without special organization. Some degree of organization is generally essential, however, if large numbers are to be accommodated, interest is to be sustained over a period and progress in the activity is to be achieved. Teams are formed, not only for team sports, but for individual and dual activities. Tournaments and meets are arranged, with participants classified for satisfactory competition. Classes are conducted for beginners and for advanced players. Activities such as lawn bowling, archery, fly casting and shuffleboard are often organized on a club basis—an arrangement that fosters sociability and encourages continued participation in the sport. Detailed statements relating to methods of organizing sports will be found in other chapters.

#### CRITERIA FOR PROGRAM PLANNING

A number of specific criteria can be applied in judging the effectiveness with which a community sports program has been planned. The extent to which a program meets these criteria depends largely upon the skill of the sports agency in applying the planning factors described in the preceding pages. The program should be designed to achieve the following:

- Meet the revealed needs of the community
- Serve the interests of all ages and both sexes
- Serve people of all nationality and racial backgrounds
- Provide for the largest possible number of players
- Attract both the novice and the champion
- Promote fun and enjoyment for participant and spectator
- Encourage cooperation as well as competition
- Assure safe and healthful conditions of play
- Include activities entailing little cost for uniforms, facilities or equipment
- Provide opportunities for corecreation and family play
- Stress activities that can be played over a long space of years
- Balance traditional sports with new activities



Include vigorous sports for youth and moderate activities for older people

Provide a fair, sound basis for competition by individuals and

Utilize the backyard, playground, sports field and large out-lying areas

Fit various periods of time from a few minutes to a week end

Include self-operating and continuously supervised activities

Take advantage of the natural cycle of seasonal interests

Provide a fair, sound basis for competition by individuals and teams

Prevent overemphasis on a particular activity or group

Avoid exploitation of individuals or teams

Encourage advancement to higher levels of skill and achievement

Include individual as well as team and group activities

Include indoor as well as outdoor activities

Have a relationship and be coordinated with other sports and recreation programs in the community

#### PLAYGROUND PROGRAMS

Summer is the time of the year when most playgrounds are in full swing and when children have the greatest amount of time for play. A diversified program is therefore carried on in the summer months, and sports have an important place in it. During other seasons, when playing periods are briefer, when there are more demands on children's free time, and when weather often interferes with outside play, programs are likely to be curtailed. Even so, sports have a large place in spring and fall playground programs because they afford outlets to children who have been in school for several hours, and they are the predominating form of outdoor winter activity in communities with severe winters. More and more communities are conducting playground programs throughout the year and the lighting of playground facilities for evening play has greatly extended the use of game courts and fields, especially by young people and adults. The planning of attractive playgrounds has already proved a beneficent device in that it offers healthful and joyful activity to the pent-up energies of city children.



*Playground Conditions*

Although playgrounds differ widely in many respects, certain conditions that influence the planning of the sports program prevail at most areas. A few of these follow:

1. Playgrounds are attended primarily by children between the ages of six and fifteen; hence, most activities must be arranged for this age group. Since playgrounds are increasingly used evenings by older groups, however, some activities must be provided for them.

2. Most playgrounds have inadequate facilities for sport, so careful scheduling is necessary. Where an area has only one softball diamond, as is often the case, its use must be divided fairly between boys and girls of different ages. This is especially important if the older boys and men are allowed to play on the diamond during late afternoon or evening hours.

3. The summer playground season is relatively short; in most cities it does not exceed ten weeks. Only those sports that can be organized and carried on successfully within a brief period are therefore practical for the playground program. Tournaments are arranged in activities that do not require a long training period, and league schedules extend for only a few weeks. Clubs and formal sports organizations are rarely practicable.

4. There is a considerable turnover in the children attending a playground during the summer. Trips with the family, periods in camp, out-of-town vacations and other interruptions interfere with regular attendance. This fact must be taken into account in planning programs and in adopting rules for playground sports. Schedules must be flexible and changes in team rosters must be permitted.

5. The limited staff on most playgrounds does not permit continuous supervision of sports or direct leadership of groups for long periods of time. Unless the program is restricted to very few activities, many of the events must be largely self-operating. It is the function of the leader to see that equipment is available, that children receive instruction in the activity and that occasional tournaments are arranged to stimulate or sustain interest.

6. Children like to know what activities are planned for the



weeks ahead so they can prepare for them and also because they are naturally curious. Therefore, announcements of special events scheduled for the playground are commonly made several weeks in advance for the guidance of both children and leaders. Where changing conditions justify doing so, changes should be made in the announced programs.

7. Playground programs are designed primarily for the residents of the nearby neighborhood. Maximum participation is stressed, rather than the development of representative playground teams. Inter-playground and city-wide events are of secondary importance to the day-by-day intramural program.

8. The playground is increasingly considered a recreation center for the family. Hence, informal games in which the entire family participates, father-and-son tournaments, volley ball leagues for mothers and stunt nights attended by the entire family are appropriate playground activities.

9. Most playground workers must divide their time between sports and other kinds of activities. Daily and weekly schedules are essential in order that the children may know at what times the leaders will be conducting specific sports activities. They also help assure regular attendance and continuity of participation.

10. During seasons when the schools are in session, cooperation between the playground and school authorities is essential in order to prevent conflicts in schedules, overlapping in activities, and misunderstandings due to the adoption of differing rules and policies regarding competition.

### *Activities*

Playground sports activities include low organized games, lead-up games, athletic achievement tests, events involving game skills, dual contests, relays, combative sports, tumbling, team games, track and field events, group activities like ice and roller skating, and special days. Groups are often organized for hiking, bicycling and other activities away from the playground. Many of these activities are either carried on informally by individuals or groups or are organized on a league or tournament basis. Some appeal to children of a particular age group; others,



suitable for a wide age range, are adapted to family groups. Large space and special equipment are required for some, but a small corner of the playground is sufficient for others. Two or more people with a few minutes to spare can enjoy some of these activities; a score of players with considerable time to spend are necessary for others.

Playground activities differ widely in the amount and type of direct guidance they require from the paid leaders and in the degree and kind of organization necessary to start them and keep them functioning successfully. The organization and conduct of a league, meet or tournament, for example, require considerable supervision on the part of the leader. Direct leadership is also essential for games of low organization for younger children and for track and field activities, tumbling and stunts. Many activities, however, like handball, horseshoes, marbles, paddle tennis and croquet, are more or less continuous and self-directed. In contrast with these activities are the events that are scheduled once or twice during the season, such as the athletic carnival and field day, which are highlights of the program and require careful preparation.

Because of the many demands upon the time and attention of the playground workers it is easy for them to follow the course of least resistance and to promote only a few activities for which the demand is greatest. A weekly forecast is one of the means used by some recreation departments to help their leaders plan and conduct a program that takes into account the varied ages and interests among the playground children. The instructions for making out the weekly forecast used in one city specify that the director shall indicate for each of the required activity types the minimum periods and the specific events to be carried on, as follows:

*Athletic events:* two periods per week; three specific events

*High organized games:* two days per week; name of game and specific coaching or practice devices to be used

*Combative contests:* one period per week; three events

*Low organized games:* daily, three games each day, one for which no equipment is required

*Races and relays:* one period per week; one race and one relay

*Special events:* once a week



Regardless of whether or not forecasts are required, each playground director needs to keep constantly in mind his responsibility for making sure that his program is so planned that the interests of both boys and girls of various ages are adequately served.

The types of sports that are most commonly conducted on the playground are briefly described in the pages that follow. Every playground worker needs to be familiar with several of these activities, their possibilities and limitations, and to know how to use them to the best advantage in making his program popular and effective.

*Games of Low Organization.* Boys and girls of all age levels, from the lowest grades through high school, enjoy playing low organized games. These are the primary form of playground sport for children under ten or eleven and merit much greater emphasis among older children than is commonly accorded them. By playing them, children gain experience in many of the fundamental skills required for successful participation in sports, such as throwing, jumping, dodging, catching, running, pulling, pushing and striking. Speed, skill, agility, strength and endurance are acquired by regular participation under competent leadership. Some of these games require no equipment; others are played with a bean bag, ball, bat, block, Indian club, handkerchief or other simple materials. The fact that they can be played on almost any open space, without special surfacing, makes it possible to introduce them on every playground. If they are properly taught and organized, play continues without the immediate presence of the leader. The great number and variety of low organized games enable the leader to select ones that are suitable to the age of a particular group, the space available and the weather. A daily period devoted to learning and playing low organized games is recommended. A few of the most popular games are Fox and Geese, Dodge Ball, Prisoner's Base, Run Sheep Run, Pom Pom Pullaway, Hill Dill, Black and White, potato races and informal relays. Many of the games for boys and girls ages nine through eleven, listed earlier in this chapter, are recommended as children's group games of low organization.



*Lead-up Games.* These are games which involve one or more fundamental skills of a highly organized game or sport and they are a valuable means of acquiring familiarity with these skills and mastery of them. Because they attract children who have not yet acquired the ability to participate successfully in highly organized sports, lead-up games are well suited to playground use. Their adaptability to small spaces and large numbers and to persons who do not desire excessive exertion is a further reason for using them. As Reynolds points out,<sup>3</sup> lead-up games afford a "game-way" to sports, for the coordination and timing are "a near-replica of actual sports situations." Lead-up games should not be confused with game adaptations. Ring tennis, for example, is an adaptation of tennis but it is not a lead-up game, for the method of play is very different and acquisition of skill in handling the ring does not develop ability in using a tennis racket.

Some lead-up games belong in the list of low organized games; others involve game skills described in the next section. Usually they are played by a group comprising any number of players. Children are encouraged to play them at odd times, as they do not require continuous leadership. Lead-up games may be used as coaching devices with older or more experienced players, although the skill events are more commonly used for this purpose. Play day programs and game demonstrations often include one or more of these games, with younger boys and girls participating.

The following are some of the lead-up games suitable for use on the playground:

<i>Baseball</i>	<i>Basketball</i>
Long Ball	Twenty-one
Baseball Toss-up	Freeze Out
Fly Out	Basketball Golf
Wall Baseball	Twenty-five <sup>4</sup>
Stick Ball	Circle Pass Ball
Bunt Ball	King Ball
Pepper	Captain Ball, with variations
One Old Cat	End Ball
German Bat Ball	Net Ball

<sup>4</sup> H. Atwood Reynolds, *The Game-Way to Sports*, p. i, 1937.



*Soccer*

Soccer Tag  
 Throw-in Soccer  
 Soccer Kick-over  
 Soccer End Ball  
 Corner Kick Ball

*Volley Ball*

Serve and Sit  
 Keep It Up  
 Newcomb  
 Net Ball  
 Bat Ball

*Game Skills Events.* Events that involve skills used in such highly organized team games as basketball, baseball, volley ball, soccer, softball and football are popular on the playground. They differ from the lead-up games primarily in that, instead of being games, they are essentially events involving skills used in playing games. They appeal not only to boys and girls who are too young for competition in the team games, but also to older children who find in them a means of increasing their playing ability. These events require a minimum of stimulation and guidance on the part of the playground leaders, and they are excellent for use between regularly scheduled activities or when only a few individuals are present. They are included in many nationally sponsored tests and they are suitable for use in contests and field days. Many such events are described in Chapter XV.

The following activities included in the National Physical Achievement Standards for Girls<sup>4</sup> are designed to develop game skills:

Ball Bouncing  
 Ball Pass for Accuracy  
 Base Running  
 Baseball Throw and Catch  
 Basketball Throw for Accuracy  
 Basketball Throw for Speed  
 Batting the Softball  
 Field Hockey Dribble  
 Field Hockey Goal Shooting

Field Hockey Scoop for Accuracy  
 Softball Throw for Accuracy  
 Deck Tennis Serve  
 Soccer Ball Kick for Distance  
 Soccer Ball Kick—Moving Ball  
 Soccer Dribble  
 Soccer Goal Kick  
 Tennis Serve for Accuracy  
 Volley Ball Serve

Many of these activities are equally suitable for boys, but specific game skills in the Standards for Boys<sup>5</sup> are:

Soccer Goal Kick  
 Hit Bowling Pin  
 Basketball Goal Shooting  
 Volley Ball Serve  
 Catching Fly Ball

Football Goal Place Kick  
 Baseball Target Throw  
 Tennis Serve  
 Catching Place Kicked Football

<sup>4</sup>National Physical Achievement Standards for Girls, 1936.

<sup>5</sup>National Physical Achievement Standards for Boys, 1931.



A few additional skill events appropriate on the playground are:

**Basketball:** One and two-handed shots from different positions, foul throw, dribble in and shoot, long shot and a follow shot, pass for accuracy, speed pass, jump and reach, obstacle dribble.

**Baseball or softball:** Batting for accuracy and for distance, fly catching, base running for time, throw for accuracy and for distance, circling bases, bunting, throwing the ball around bases for time.

**Football:** Pass for accuracy and for distance, drop kick, punt and place kick for accuracy and distance, pass receiving, catching punts.

**Soccer:** Corner kick for accuracy, dribble and kick for goal, heading for distance, kick for distance, punt for distance, throw-in for distance.

*Track and Field.* Few playgrounds are fully equipped with facilities for formal track and field events, and these activities are less popular than some of the other types. Many boys and girls enjoy running, jumping, and throwing, however, and they should be encouraged to acquire skill in doing so. If there is no track, a level smooth area can be used for dashes, and a landing pit for jumping can easily be constructed. Definite periods should be set aside for instruction in track and field activities, since regular practice and the development of good form are essential to improvement in these events. Individual achievement records and the posting of individual standings from week to week provide desirable incentives and help sustain interest. Track and field events are included in many athletic tests that have been used successfully on playgrounds. These events are also widely introduced in play day programs, where they are often scored on a group basis. An inter-playground or city-wide track and field meet is a major event of the playground season in many cities; Chapter IX contains suggestions for organizing such a meet and typical meet programs.

Closely related to the track events are the many relays, most of which involve running. Relays are especially suitable for large groups and they are easy to administer because individual scores are not essential. Methods of conducting relays are described in Chapter VI.



*Athletic Tests.* Game skills, track and field events and tests of strength and agility commonly comprise the tests that are widely used on playgrounds. These tests provide an incentive to boys and girls to increase their physical efficiency and add zest to several routine activities. Definite instruction periods should be set aside each week, but much of the practice does not require direct supervision, and some of the test events can be carried on at home. It is desirable to announce well in advance the dates on which the tests are to be held so children will have ample time to prepare and practice for them. There are a variety of tests. Some tests are graded according to age; others may be taken by a boy or girl, regardless of his age.

The Athletic Badge Tests for Boys and Girls, developed and promoted by the National Recreation Association, are among the best known and most widely used tests; these are especially adapted for use by small groups and require less highly trained leadership than some tests. They comprise a series of events grouped into three tests of increasing difficulty, with separate events for boys and for girls. Among the boys' events are the pull-up, rope climb, standing and running broad jump, high jump, dashes and baseball throws for distance and accuracy. Tests for girls include balancing, potato race, Indian club race, 50-yard dash, basketball throw for distance or accuracy, volley ball and tennis serves, softball throw for accuracy and throw and catch. A choice is offered in a number of events. Boys and girls of any age may take the tests and qualify for athletic badges.

Many recreation departments have issued similar tests; others have developed efficiency tests built around events which involve skills used in children's games. Baltimore is one of the cities where the recreation department has prepared such tests for children eight to ten years of age. Three levels of achievement are recognized, and a child may select four of the eight events in a group. Only one certificate may be won by a child during a spring, summer, fall or winter season. Rules for each event, issued by the department, specify the equipment, method of play and the required performance or achievement. The events used in Baltimore are:



CERTIFICATE I	CERTIFICATE II	CERTIFICATE III
1. Quoits I	1. Marbles	1. Top Spinning
2. Jackstones I	2. Quoits II	2. Quoits III
3. Bounce Ball I	3. Bounce Ball II	3. Bounce Ball III
4. Jumping Lines I	4. Jumping Lines II	4. Jumping Lines III
5. Bean Bag Throw I	5. Bean Bag Throw II	5. Bean Bag Throw III
6. All-up Relay I	6. All-up Relay II	6. All-up Relay III
7. Hopscotch I	7. Hopscotch II	7. Hopscotch III
8. Jumping Rope I	8. Jumping Rope II	8. Jumping Rope III

*Tournaments.* Seldom does a week go by without a tournament of some sort being held on the average playground, for the tournament is the common method of conducting competition in many playground activities. It is sometimes used for informal competition; in other cases it is a means of selecting the playground representatives in a city-wide championship tournament. It may also serve to increase participation in an activity and to help children acquire added skill in it. As a means of accomplishing this, one or two weeks are commonly devoted to preparation for the tournament, with periods set aside regularly for practice under leadership. The tournament may therefore prove an incentive to boys and girls to learn to play better, to improve their form and to try out activities in which they may have had no previous interest. The double elimination type is preferable to the straight elimination tournament for most playground activities; the challenge type helps sustain interest over a still longer period, but should not be continued after competition has fallen off appreciably. Valuable leadership training is afforded by the appointment of a junior committee to help plan and conduct a tournament. For a detailed discussion of tournament organization and a schedule of playground tournaments, see Chapter VII.

*Team Sports.* The chief magnet that attracts most older boys to the playground is the program of team sports, and unless a playground offers such a program, few teen-age boys are likely to attend it regularly. Volley ball, softball and soccer are among the team sports that also appeal to many of the older girls. These games can be played informally by pick-up teams, and various modifications in them can be made when only a few



players are present. Successful competition in them, however, demands the formation of fairly matched teams, a schedule of games, and assignment of game facilities at specific times for practice and match play. Rules need to be worked out governing the organization of teams and leagues and the competition between them. Care must be taken that facilities are not monopolized by a few teams, that periods are set aside for informal play and for instruction and that all who wish to play on a team have an opportunity to do so. Girls usually need more encouragement than boys to engage in team sports.

Organized team play on the playground is of two types, intra-playground and inter-playground. Major emphasis is generally laid on the former type as it assures wider participation, does not require travel between playgrounds, simplifies problems of supervision and emphasizes sports-for-all rather than championship play. Play between teams organized at the same playground comprises a much larger part of the program than competition between teams representing different playgrounds. One of the chief functions of the playground director is to enlist the interest of a sufficient number of players of comparable ability in a team game to enable several teams to be formed for play through a round robin schedule. If he is unable to accomplish this, he may form representative teams to compete with other playgrounds or outside groups. Arrangement of inter-playground competition is optional with the directors in some cities, but the development of a strong intramural program is a primary responsibility. The success of the program is measured by the number of boys and girls who have an opportunity to play on a team—not on the record of a winning playground team.

*Feature Events.* Sports are well represented among the feature events that provide the highlights of the program on most playgrounds. These events are usually held every week or two, usually at the same time each week, and they attract many spectators. Some of them necessitate a long period of training or preparation; others serve to demonstrate activities carried on from day to day, still others are spontaneous or unrehearsed events. Competition is less formal than in most meets, league



games and tournaments. Typical of these events are a bicycle meet, rodeo, play day, wagon derby, sports demonstration, stunt night, picnic, baseball field day and water carnival. More spectacular than the routine activities, although secondary in importance to them, feature events have publicity value for the playground program and children enjoy taking part in them. No program is complete without such activities, several of which are described in Chapters IX and XV.

*Instruction.* The development of greater skill was listed as one of the objectives of the playground sports program, and definite steps to accomplish this have been taken in many cities. Coaching is not the primary duty of the playground worker, but one of his responsibilities is to teach children fundamental game skills and help them perfect their play in all types of playground activities. A knowledge of rules and of instruction techniques is therefore essential for the leader. Periods are arranged, especially early in the sports season, for group instruction and individual coaching. Special instructors are employed by some recreation departments to teach game skills on the playgrounds. In these cities, the instructor usually visits each playground at least once each week during the season. The director at each playground cooperates by reserving time and facilities for the instructor's visits each week, enrolling boys and girls in the classes and helping sustain interest in the activity between sessions.

*Youth and Adult Activities.* The neighborhood playground is no longer considered an area for children alone; it is designed to afford some facilities for play by young people, adults and family groups. Volley ball leagues are organized, and the playing of croquet, shuffleboard and badminton is encouraged for the mothers who bring their young children to the playground. Men living in the vicinity use the tennis, handball, shuffleboard and horseshoe courts evenings and week ends, and take part in team games, especially softball, either informally or as members of teams organized in the neighborhood. Employed young people and adults are commonly given the preference in the use of playground tennis courts and softball diamonds after 5 P.M. and on Saturdays and Sundays. Father-and-



son and mother-and-daughter tournaments and special occasions like Dad's Day on the playground serve as means of increasing interest on the part of adults. Lighting of facilities greatly expands the periods of adult use. The scheduling of intraplayground league games for men and for women on different nights of the week and the designation of one evening a week as recreational sports night are other ways of attracting adults to the playground and offering them playground activity and fun.

### *A Weekly Program*

Even though the conditions and needs of each individual playground need to be taken into account in planning its program, a suggested weekly schedule of sports activities is presented here to illustrate how periods through the week may be designated for various events. In reading this program, it should be kept in mind that many other kinds of play besides sport will be carried on; that the activities listed are not the only forms of sport that will be engaged in during these periods, and that many of the sports listed will be carried on more or less regularly throughout the week. Daily routine events, like a low organized game period or the use of game courts, are therefore omitted from the schedule while suggestions are made for the weekly schedule of other events.

		Boys and Men	Girls and Women
	A.M.	League games — younger boys	Team games — older girls
Monday	Aft.	Instruction in game skills, tumbling and stunts	Lead-up games, relays and contests
	Eve.	League games — men	
	A.M.	League games — older boys	Team games — younger girls
Tuesday	Aft.	Athletic tests	Instruction in game skills, tumbling and stunts
	Eve.	Contests and tournaments — men	League games — women
	A.M.	Lead-up games, relays and contests	Athletic tests
Wednesday	Aft.	Tournaments	Tournaments
	Eve.	Family or Community Night Events	



	A.M.	Team games — younger boys	Team games — older girls
Thursday	Aft.		Special events
	Eve.	League games — men	Contests and tournaments — women
	A.M.	Team games — older boys	Team games — younger girls
Friday	Aft.	Inter-playground contests	Inter-playground contests
Saturday		Postponed games and contests	

### *A Summer Program*

The playground program in Memphis, Tennessee, has long been outstanding for its variety and originality. In this city a series of intraplayground activities is followed by district competition between the winning playground teams, and the city-wide championships are conducted as a feature of the festival, the climax of the entire season. Track and field events are stressed in Memphis, and a meet is conducted for boys and girls each week throughout the summer, with instruction and practice periods daily. A morning or afternoon is set aside each week for the observance of "athletic day." Each playground is required to organize at least two teams in each division in the following activities:

#### Boys

Softball—seniors  
Volley Ball—seniors  
Softball—intermediates  
Dodge Ball—juniors  
Softball—juniors

#### Optional:

Bat Ball—juniors  
Horseshoe pitching—intermediates  
Horseshoe pitching—seniors  
Paddle Tennis—seniors

#### Girls

Volley Ball—seniors  
Paddle Tennis—seniors  
End Ball—intermediates  
Bound Ball—juniors  
Cricket Baseball—juniors

#### Optional:

Softball—seniors

Playground workers in Memphis are encouraged to organize as many adult teams as possible. The following outline of weekly events taken from a summer bulletin indicates how sports are scheduled throughout the season:



- First Week:** Organize athletic teams on all playgrounds  
Start softball leagues on all lighted playgrounds  
Junior boys baseball begins  
Boys and girls box hockey tournament
- Second Week:** Complete organization of playground athletic teams  
Special athletic day on all playgrounds  
Start boys and girls novice tennis clinic  
Contests  
Softball throw for distance  
Base circling contest — all boys' teams
- Third Week:** July Fourth races, contests, tumbling, games  
Begin intraplayground athletic games  
Boys and girls novice tennis tournament  
Boys and girls paddle tennis — ladder type
- Fourth Week:** Begin physical fitness tests  
Boys and girls novice golf clinic  
Adult horseshoe tournament  
Boys and girls intraplayground tennis tournament
- Fifth Week:** End physical fitness tests  
Last week of intraplayground athletic games  
Boys and girls novice golf tournament  
Sectional Olympic parades and track meet  
Boys and girls washer tournament  
Intraplayground tennis tournament finals
- Sixth Week:** Miniature boat regatta  
Start inter-playground athletic games  
Adult croquet tournament  
Boys' clock golf contest
- Seventh week:** Second round of inter-playground athletic games  
End of junior boys baseball and adult league play  
Softball fungo contest  
Volley ball throw for distance, girls
- Eighth Week:** Playground play, Olympic parade of athletes, sport tableaux, presentation of awards, boys tumbling exhibition  
Third round in inter-playground athletic games  
Start junior boys baseball tournament of champions  
Special track and field meet  
Boys tug-of-war  
Girls stunt contest
- Ninth Week:** Exhibition of playground activities  
Finals in all inter-playground athletic games  
City-wide tournament for junior and senior baseball teams  
Special track and field meet  
Boys and girls inter-playground tennis tournament
- Tenth Week:** Playground Summer Festival, with championship games and track and field meet and competitive Olympic parade.



*Program Suggestions*

Here are a few program suggestions to playground leaders:

Vary the program by introducing new games, stunts and activities each week and encourage boys and girls to bring in new ones.

Select equipment adapted to the ages of the children, such as Number 2 "pony" horseshoes weighing 14 ounces for young children.

Reduce the size of game courts and fields when used by children of grammar or junior high school age.

Keep the bulletin board alive with announcements of coming events, records of games played, league standings, etc.

Secure parents' permission before taking children to off-the-playground events.

Arrange occasional game demonstrations by outstanding players as a means of arousing interest in a sport, also unusual events such as father-and-daughter contests.

Prepare illustrative charts to indicate the records of individuals in athletic tests and skill events and to induce further participation and achievement.

Dramatize activities wherever possible and use terms that will appeal to children. For example, call your pitching frame the "Bull Pen."

Arrange occasions such as a sports night, championship day or athletic carnival, when children can demonstrate to their parents, friends and neighbors the skills they have learned on the playground.

Conduct a period for low organized games every day, with circle and running games and relays. Teach the older boys and girls to lead them and to start them whenever a group of children is present.

Interest the men and women in "slow-pitching" softball and set aside an evening each week for this activity.

Encourage family groups to play croquet, shuffleboard, horseshoes and other activities, and arrange periods when facilities are reserved for such use.

Invite young men and women to play volley ball, badminton and other suitable corecreational activities.

Subordinate inter-playground activities to the program for neighborhood groups and do not spend a disproportionate amount of time in working with representative playground teams.

Show a personal interest in the children's progress — help them along and encourage them with praise for improvement, effort or winning.



Train and use boys and girls as officials. They enjoy officiating and it gives them valuable experience and a sense of responsibility for the success of the program.

Build the program around the interests and desires of the children, youth and adults of the neighborhood, but aim to widen the range of activities by introducing new games and sports.

Keep the game courts and facilities continually in good condition — otherwise attendance and interest will drop off.

Develop among the people using your playground a sense of responsibility for the care, proper use and prompt return of game equipment.

### INDOOR CENTER PROGRAMS

Many of the principles and methods that govern the planning of sports programs of playgrounds apply to the organization and conduct of sports programs at indoor centers. Modification in procedures and programs is essential, however, due to the different conditions found at outdoor and indoor centers.

#### *Characteristics*

Distinctive characteristics of indoor center operations that call for somewhat different procedures or emphases than obtain at playgrounds include length of season, ages of participants, schedules, activities, costs, supervision, type of center.

*Length of Season.* The indoor season usually extends for five to seven months or more—two or three times as long as the summer playground season. More emphasis can therefore be laid upon group and club organization, and a longer period can be devoted to instruction and practice before formal competition is begun. Some authorities divide the indoor season into two or three periods, and schedule their activities for one or more periods, which usually run from two to three months each.

*Ages of Participants.* Unlike the playgrounds, which serve children primarily, indoor centers attract more persons from older age groups. This factor is important in arranging sports schedules. Activities for children of school age are therefore scheduled for the late afternoon and early evening hours, thus



leaving the facilities free in the evening for the use of employed youth and adults. Few sports activities are carried on during the morning and early afternoon in most recreation buildings, unless they are near a school with limited facilities in which case arrangements may be made with the school authorities for its use by school groups. At some indoor centers the program serves only out-of-school youth and adults and therefore operates only during the evening hours.

*Schedules.* Indoor sports facilities are even more limited than outdoor spaces in most cities. To assure their fullest possible use schedules are drawn up, indicating for each room the specific activity to be carried on or the group to which it is assigned. The length of the use periods varies, but basketball teams are commonly granted one half hour or more for practice in a gymnasium and one hour for playing a game, although junior basketball teams are sometimes allowed only forty-five minutes for each game. The time required for an activity like badminton or table tennis usually varies according to the size of the group. A two-hour gymnasium period permits a variety of activities such as calisthenics, instruction, informal play and competition on an organized basis.

*Activities.* In contrast to the wide range of activities that can be enjoyed out of doors, the types of sport that can be carried on in most indoor centers are relatively few in number. Only those activities that require little space and involve comparatively small numbers of participants can be included in the indoor program at most indoor centers. This fact definitely limits the possibilities of program planning.

*Costs.* The Expense of operating a building is another reason for scheduling fully the use of indoor facilities. Buildings must be heated and lighted during most periods of use; leadership is required for the program, and janitor service is a major expense item. Costs are an important planning factor.

*Supervision.* Supervision of all the units in the center is essential; shower, locker and toilet rooms require special care. General oversight of all the activities should be provided, and patrolling of the halls, locker rooms and areas outside the



building is advisable. Scheduling gymnasium activities for men and boys and for women and girls on different days simplifies the problem of supervision. In case spectators are permitted at center events, provision must be made to restrict them to parts of the building in which the event is taking place. Rules governing the assignment and use of indoor facilities will be found in Chapter XII.

*Type of Center.* The problem of planning the sports program varies in different types of indoor centers. In most recreation buildings and school centers, sports must share the use of facilities with other features of the program. Facilities like the swimming pool and rifle range are used exclusively for sport, but the gymnasium and game room are sometimes required for other activities. Schedules need to be worked out well in advance to prevent conflicts and to require a minimum amount of shifting of seats and other equipment. In school buildings where only the gymnasium is used for league games and team practice, the problem of program planning is relatively simple. In such cases use of the facilities is usually restricted to members of league teams, although spectators may be permitted at the games, and the personnel consists primarily of officials and attendants.

The hours or season of operation as well as the kinds of activities to be carried on, are often influenced by the type of building. Many recreation buildings are open six or seven days per week throughout the year; on the other hand, comparable facilities in school buildings used as recreation centers are usually operated only two or three evenings a week during the school year. The sports arena seating a large number of spectators can be used to best advantage only for major sports events; whereas the playground building, though large enough for only a few activities such as table tennis and shuffleboard, is in more or less constant use throughout the playground season.

### *The Program*

The sports most commonly included in center programs are:

Active games (for boys and girls)	Basketball
Archery	Bowling
Badminton	Boxing



Darts	Roller skating
Fencing	Shuffleboard
Fly casting	Swimming and diving
Foul shooting	Table games
Golf driving	Table tennis
Gymnastics	Track and field events
Handball	Tumbling
Horseshoes	Volley ball
Indoor baseball	Weight lifting
Quoits	Wrestling
Rifle shooting	

Skating and ice hockey are popular in cities with suitable indoor facilities. Other club and group activities related to sport are fly tying, model boat building, making archery tackle and building model airplanes.

Indoor sports programs vary less widely than programs of outdoor activities, because of the space limitations. Nevertheless, every center needs to have its program drawn up in the light of its facilities and of the peculiar conditions and needs in the neighborhood or community. The suggested program that follows illustrates the possible schedule at a building containing a gymnasium and room suitable for group activities. This schedule provides for the building to be used by boys and girls on alternate afternoons; in some cases it might be preferable for the boys to use one room while the girls are using the other.

Day	Morning	Afternoon	Evening
<i>Monday</i>	Shuffleboard	12:00-2:00 Handball—men 3:30-4:30 Low organized games—boys 4:30-5:30 Basketball practice—boys • 5:30-6:30 Basketball practice—older boys 3:30-4:30 Table games—boys 4:30-6:00 Tumbling and stunts	7:00-10:00 Badminton—adults 8:00-10:00 Weight lifting—men or Tumbling and stunts— young men



<i>Tuesday</i>	Gym class — women	12:00-1:00	Gym class— men	7:00-10:00	Basketball league—men
		3:30-4:30	Low organ- ized games —girls	7:00- 8:15	Table games —boys
		4:30-6:30	Basketball practice and games—girls	8:30-10:00	Table games —men
		3:30-4:30	Table games —girls		
		4:30-6:00	Tumbling and stunts		
<i>Wednesday</i>	Shuffleboard	12:00-2:00	Handball— men	7:00-10:00	Volley ball league—men
		3:30-4:30	Basketball practice—boys	7:00- 8:15	Dart baseball league—men
	Golf driving	4:30-6:30	Basketball practice and games—older boys		
		3:30-4:30	Dart games— boys		
		4:30-6:00	Tumbling and stunts— boys		
<i>Thursday</i>	Gym class — women	12:00-1:00	Gym class— men	7:00-10:00	Basketball league— women
		3:00-4:30	Volley ball— girls	8:00-10:00	Table games —women
		4:30-6:30	Basketball practice and games—girls		
		3:30-4:30	Table games —girls		
		4:30-6:00	Tumbling and stunts— girls		
<i>Friday</i>	Shuffleboard	12:00-2:00	Handball— men	7:00-10:00	Basketball league— older boys
		3:30-5:00	Archery— junior boys and girls	8:00-10:00	Weight lift- ing—men or Tumbling and stunts— young men
	Golf driving	5:00-6:30	Archery— senior boys and girls		
		3:30-6:00	Table games— boys		



<i>Saturday</i>	Basketball league — boys	1:00-1:00	Basketball	7:00-10:00	City basket-
			league—girls		ball league—
		4:30-6:30	Badminton —juniors		men
		2:00-6:00	Table games —mixed groups		

## COMMUNITY SPORTS PROGRAMS

The ultimate objective of the community sports program is to serve all the people of the city, regardless of sex, age, skill or interest, in a challenging year-round program of activities. Needless to say no city has fully attained this objective. Even if such a program had been achieved in one city it would not necessarily meet the needs of another city differing from it in the composition of its population and in its resources, facilities and interests. Statements summarizing briefly the sports programs of the recreation departments in Greensboro, North Carolina, and Long Beach, California, are given here because they illustrate the application of many of the factors mentioned in this chapter and offer suggestions to other cities' recreation departments.

Sports play an important role in the program of the Recreation Commission in Greensboro and are organized and conducted in a variety of forms, as indicated by the following list taken from an annual summary of the Commission's activities. Many interests are served by the Greensboro program, which includes such widely different activities as marbles and golf, horseshoes and riflery, box hockey and basketball. High and low organized games, individual and team sports and activities for children and adults, corecreational and family groups are included. Leagues are organized in an unusual number of activities and clubs serve the interests of enthusiasts in several forms of sport. The program makes it possible for individuals who enroll in events to take part in city, county and state tournaments. The authorities in this southern city have apparently recognized many of the planning factors considered in this chapter and their program offers a variety of interesting events.



Leagues and Community Events

Basketball (men and women)  
 Junior Baseball  
 Badminton  
 Boating  
 Fishing  
 Golf  
 Horseshoes  
 Junior Baseball School  
 Junior Football  
 Softball (men and women)  
 Six-Man Football Leagues  
 Rillery  
 Swimming  
 Tag Football  
 Tennis

Tournaments (City, County and State)

Golf (5)  
 Tennis (5)  
 Marbles  
 Horseshoes  
 Piedmont Basketball  
 Invitational Softball  
 County Baseball

Playground Activities,  
Clubs, and Special Events

Box Hockey  
 Volley Ball  
 Marbles  
 Tetherball  
 Soccer  
 Ring Tennis  
 Relay Races  
 Tennis Instruction  
 Bicycle Club  
 Boys' Sports Club  
 Hiking Club  
 Play Day  
 Softball  
 Father-Son Softball  
 Tennis Tournament  
 Picnics  
 Swimming Parties

Adult Clubs

Touchdown Club  
 Rifle and Pistol Club  
 Badminton Club  
 Horseshoe Club  
 Tennis Association  
 Model Builders Club

The annual reports of the Recreation Commission in Long Beach, California, record its diversified service in the field of sport. The program is comprised almost entirely of outdoor activities, since the climate permits outdoor play the year round. The close cooperation between the school and city recreation authorities in this city facilitates the planning and conduct of programs for children and young people. The statement that follows, based upon a recent report, illustrates the many types of sports opportunities that are provided by a recreation department.

Because of its location, Long Beach has unusual facilities for the development of a water sports program. In addition to recreational swimming and beach activities at supervised areas, classes in swimming and life saving are conducted for various groups including the servicemen stationed in the city. Weekly



swimming meets are held during the summer, and all-city swimming, diving and life saving championships are conducted at the end of the season. A model boat shop is operated through the summer and model boat races are conducted several times each week. Assistance is also given in the organization of speed boat regattas. The Leeway Sailing Club, a junior organization organized by the commission, conducts races twice each week. Members of a junior Tackle Busters Club are taught fly tying and casting and other skills, and enjoy weekly fishing trips.

Team sports include men's softball leagues, organized with teams from the armed services, industries and commercial organizations; also basketball and baseball leagues. A high school gymnasium is used regularly for badminton, and a badminton club plays weekly. Softball for boys is organized as a competitive league sport leading to district and all-city championships. An annual baseball school for high school and junior age boys is conducted in the spring, and leagues are organized for twilight and Saturday play. Boys' six-man touch football teams compete in league play, and a football field day for junior high school age boys furnishes the climax for district competition in football skills. League play, a playground tournament and an annual "School" feature the basketball program for boys. Special events include an all-city junior high school track meet in the spring, and a summer playground Olympiad.

Women and girls are not neglected in Long Beach, for groups are organized to participate in sports, physical training classes and rhythms; league play is arranged in softball and basketball. A women's Casting Club uses the department's facilities. Competition in tennis culminates in tournaments for youth and adults. Members of adult clubs participate in shuffleboard, lawn bowling, fly casting, roque, croquet and horseshoes. Games and sports of many kinds are regularly carried on at the city's playgrounds, and city-wide tournaments for boys and girls in such activities as ping pong, bicycle racing, paddle ball and horseshoes. Sports play days for girls, organized in several sections of the city, are feature events in the playground program.



## CHAPTER VI

### *Organizing Sports Programs* —

In addition to the administrative problems relating to the general field of sports considered in Chapter IV, many questions arise in the actual organization and conduct of the program. They relate to methods of initiating activities, classifying participants, determining eligibility, scoring performance, drafting schedules and conducting different types of sports. They are of minor importance in the case of informal neighborhood activities but no comprehensive program of sports involving highly competitive play can be carried on until these questions have been answered. Years of experimentation and experience in conducting sports programs have indicated certain methods likely to prove successful in solving these problems.

#### INITIATING AND ORGANIZING A SPORTS PROGRAM

A full-fledged community sports program is never launched at one time; rather it is the result of a gradual evolution or development. It commonly starts with one or two activities for which a demand has been expressed or in which a local group is interested. It often has its origin in the organization of a softball league, the employment of a summer playground leader, the acquisition of a community park or the building of a new school gymnasium. The greatest impetus to the starting of a



program is the employment of a full-time recreation worker, who can give the skill, time and attention required to organize and conduct the activities. The specific ways by which a paid worker or volunteer leader proceeds to initiate an activity vary according to the sport, the age group, the size of the community, the skill of the individuals participating and a great variety of other factors. The steps to be taken and methods to be used differ in every local situation, but suggested procedures that may be used in organizing a few types of activities are indicated in the pages that follow.

### *A Playground Softball League*

The purpose in setting up an intra-playground league in a team game is to facilitate participation in the game by residents of the neighborhood. This is achieved by forming fairly matched teams and arranging a schedule of games that makes possible competitive play over a period of weeks without requiring teams to travel to another playground. If the playground has been conducted for several years, the records should indicate the degree of interest in the activity, the individuals who have taken part in it, the method used for classifying players and teams and the success that has attended the sport. Such information is of value to a new leader, but if it is not obtainable or if the activity is being organized for the first time, it is necessary to start from scratch.

Where the children indicate an interest in softball, for example, the leader calls together all boys or girls of the age range served by the playground who would like to play in the league. He announces through every suitable medium in the neighborhood that such a meeting is to be held to determine the possibilities of forming one or more leagues. The number and ages of the individuals responding and the amount of interest shown determine the feasibility of organizing leagues in the sport and indicate the classification plan that should be followed. At least twelve and preferably more players are needed for each team, and a league of at least four teams is necessary for satisfactory round robin play. Approximately fifty boys of comparable age or skill are therefore needed for a league.



It is usually wise to postpone organization of teams until at least the second week of the playground season. During the first week informal pickup games can be played, practice periods can be started, and the director can get acquainted with the children. Actual formation of the teams is achieved in different ways. Some playground directors prefer to select the team captains, believing it is unwise to leave the choice to the children, who may select popular but irresponsible captains. The designated captains are either permitted to select the members of their team as they wish, or, after drawing for order of choice, select players for each position in turn. For example, if there are four captains, Number 1 is given first choice of a pitcher, Number 2, second choice, and so on. In selecting the catcher, Number 2 gets the first choice, or the original order may be reversed, with Number 4 choosing first, Number 3, second, and so on. By alternating choices in this manner, teams are usually evenly matched. Excellent results have been reported where the captains and playground workers together select the teams.

Other playground directors form teams around natural or existing groups, such as a neighborhood "gang", a scout troop or a Sunday School class. The cohesive loyalty of the members of the team tends to keep them together, even though the team may not be in the winning column. In case a group does not have a sufficient number of players to form a team, the director may assign "unattached" boys to it. Boys who are not members of a group are formed into teams and entered in the league.

Regardless of the method used in forming the teams, the director and the captains work out a playing schedule and adopt regulations for the operation of the league, keeping in mind policies that the playground authorities have established. For a detailed consideration of problems related to the operation of playground leagues see Chapter VIII.

### *An Individual Sport*

An individual sport such as archery is started in a different manner than a team sport like softball. A request for the organization of an archery group is most likely to arise in a community where several archery enthusiasts live. If a city has a



recreation department, individuals desiring to engage in archery naturally turn to it for assistance; otherwise they themselves proceed to organize an archery group.

A first step is to announce a meeting to which all persons interested are invited. Every suitable publicity medium should be utilized to call attention to the meeting. Notices, or posters, placed on bulletin boards in industrial plants or in store windows—especially in sporting goods stores—announcements at sports events and over the local radio station and newspaper publicity can be used effectively. A special effort should be made to get in contact with physical education leaders and others familiar with the sport. Care should be taken to select a suitable place for the meeting. One or more persons thoroughly familiar with archery should be on hand to answer questions relating to the activity, the needed equipment and its cost and to stimulate interest in the sport. In fact, an essential prerequisite to a successful club is a person skilled in the sport and capable and willing to serve as leader and instructor of the group. This person may be a member of the recreation department staff or merely a local resident.

It is customary for the group present at the meeting to select a temporary chairman and secretary. Consideration needs to be given to such matters as securing an instructor,<sup>3</sup> finding a suitable place for an archery range, locating a workshop for the construction of bows, arrows, targets, gauntlets and other equipment and possibly forming an archery club. Committees are appointed to gather needed information, to prepare a constitution, to publicize the formation of the organization, to secure additional memberships and to prepare recommendations for action and approval by the group at a subsequent meeting. Determination of the date for the second meeting at the first session tends to speed up arrangements and to stimulate prompt action on the part of committees. At the second meeting the group can proceed with the organization of an archery club by the adoption of a constitution and the election of officers. In case the club is sponsored by a recreation department, its relationship to the department is formally recognized in the constitution.

Lack of experience in the sport deters many individuals from



joining a group of this type. Announcements and publicity concerning a new organization must stress the fact that novices or beginners in the sport will be welcome and that instruction will be furnished. Demonstrations by individuals or teams are an excellent means of introducing individuals to the sport and are frequently arranged for the purpose of stimulating interest in the new organization and of recruiting members for it.

### *A City Basketball League*

Independent basketball teams often experience difficulty in arranging games with teams of comparable ability and in securing suitable courts for games and practice. The organization of teams into leagues affords the best means of assuring competition throughout a season and satisfactory playing conditions. Wherever persons express an interest in the game, the demand for the organization of leagues is certain to follow.

In a city where teams have requested the formation of a municipal basketball league, a meeting is arranged by the recreation department or other community sports agency, preferably several weeks before the season is to open. The sponsoring agency should invite managers or representatives of all amateur basketball teams composed of young people and adults and all individuals interested in forming or playing on a team. Such a meeting is an annual routine event in a city where leagues have been operating for several years, and all team managers look forward to it, but in initiating a program a special effort to interest individuals who might take the lead in forming teams is essential.

At the meeting each manager makes a statement about his team, its playing ability, ages of its members, its sponsorship, and the section of the city in which the members live and prefer to play. The possibility of reaching other existing teams, or of forming new ones, is discussed. If a decision to form one or more leagues is reached at the meeting, representative committees may be appointed to draw up a tentative organization plan, to prepare rules and regulations for the league, to receive applications from existing teams and to encourage the formation of new ones. The superintendent of recreation or one of



his assistants interprets to the group the basic policies of the recreation department and indicates the services it is prepared to render the league, when organized. This worker assists the committees in carrying out their assignments; he must be both the spark-plug and the professional advisor of the organization. At a later meeting the committee submits its report, organization plans are approved, rules and regulations are adopted, and teams are grouped into leagues. More than two meetings may be required to reach decisions on the various questions relating to the organization and operation of a new league.

The many factors that must be considered and the many details that must receive attention in the organization of a league and in its subsequent operation are treated at length in Chapter VIII.

#### ORGANIZING AND CONDUCTING ACTIVITIES

The method by which sports are organized and carried on is often a factor in determining their success. Some activities can be enjoyed by individuals and groups when conducted on an informal, unorganized basis, but satisfactory and prolonged participation in sports usually results from careful organization. Methods used in the conduct of sports are designed to maintain interest and participation throughout the season and keep as many individuals or teams playing as the facilities available will permit. Organization methods vary for different sports and for the same sport under different local conditions, but several methods have been developed which can be used for variety of activities.

##### *Tournaments*

The tournament is a method of determining the champion or winner in a sport. It is particularly adapted to games like tennis, horseshoes, handball or boxing, though it can be used for team games. Common types are the "round robin," elimination, consolation, double elimination and challenge or perpetual tournament. The tournament method is used in every city and for a great variety of sports. Chapter VII is devoted to a de-



scription of several types of tournaments, suggestions for organizing and conducting them and illustrations of their use in the community sports program.

### *Leagues*

Under the league or percentage plan of organization, each contestant—individual or team—plays every other contestant and the one winning the highest percentage of games or matches is the champion. This method is fairer than tournament plans under which a contestant may be eliminated from competition after one or two defeats. The league plan is especially effective when the number of contestants is comparatively few; it is not well adapted to the handling of large entries, unless they are divided into small groups. Most organized competition in team games such as baseball, football, volley ball and basketball is on a league basis, but this method is also used for such activities as golf, bowling or riflery. The tournament and league plans are often combined in the administration of a sport. When the number of teams desiring to play softball, for example, is large, two or more leagues are organized and play is conducted on a league basis, but the teams winning in their respective leagues are commonly entered in an elimination tournament to decide the city champion.

The problems of league organization, administration and principles governing league operation are treated in Chapter VIII.

### *Meets*

The meet is a type of competition in which the program includes several different events, the individuals entered in each event compete simultaneously, and the contests are completed in a brief period, frequently an afternoon or evening. This method is more suitable for individual events and relays than for team games and is widely used for track and field, swimming, ice skating, play days, and gymnastic contests. Unlike the methods previously described, the individual contestants compete only once in an event, unless the number of entries is so great that preliminary heats must be arranged to reduce the number



of contestants in the finals. Detailed information on several types of programs involving the use of this method will be found in Chapter IX.

### *Ability Tests*

Ability or achievement tests, unlike the tournament, league and meet, do not stress the element of competition. They are means of stimulating the development of proficiency on the part of the individuals taking part in them. The tests afford goals of achievement which the individual strives to attain and they are usually graded so a person who has succeeded in passing one level of tests may move on to the next higher series. Some tests, like the Athletic Badge Tests for Boys and for Girls which have been promoted for many years by the National Recreation Association, do not specify the ages at which boys and girls can be expected to pass the various events. Others, like the National Physical Achievement Standards, described in the pages that follow, are designed for specific age groups. Where no ages are designated, children are encouraged to prepare for the highest test for which they can qualify. To encourage this, rules commonly provide that no child may receive credit for passing more than one set of tests during a specified period, usually three to six months. Tests appeal primarily to boys and girls in the upper grades in elementary school and are less widely used in programs for high school youth.

Tests have been devised in a variety of sports, although track and field events, game skills and water sports are most widely used in this manner. Swimming tests are found in Chapter XIV.

Tests have a place in the community sports program because they are adapted to use with both individuals and groups, they appeal to boys and girls and they can be developed in a great variety of activities. Being progressive in nature they encourage participation over a long period and are useful in the development of skills in sport. Group instruction in the test events can be provided; at other times individuals can practice by themselves. The formal organization required for a meet or tournament is not necessary for conducting the tests but periods for testing should be scheduled at regular intervals.



Many tests are composed of specific achievement goals. Each trial therefore results in either success or failure, and no additional credit is given for exceeding the standard. In other types of tests, the number of points awarded in each event depends upon the individual's performance in it. The former type is simpler to administer and is especially adapted to use on the playground; tests of this type can be administered quickly to a large number of boys and girls, for it is easy to determine whether an individual throws or jumps a specified distance, or runs a certain distance in a given number of seconds. The latter type of test affords a more valid measure of each individual's ability but it requires more time to administer as the performance of each participant must be recorded accurately. Rules list equipment, the method of conducting each event and the required performance, regardless of the kind of test.

*Achievement Standards for Boys.* A typical set of tests for boys, including events involving game skills, track and field events, gymnastics and water sports is the National Physical Achievement Standards for boys, developed by a national committee. Events are judged on success or failure. The tests are on five levels, designed for ages 8 and 9, 10 and 11, 12 and 13, 14 and 15, and 16 through 19, respectively. The events in the groups comprising track and field and game skills follow:<sup>1</sup>

#### Track and Field Events

	<i>Ages 8 and 9</i>	<i>Ages 10 and 11</i>
1. 50-yard dash	9 sec.	8 sec.
2. Standing broad jump	5 ft.	5 ft. 6 in.
3. Baseball throw (distance)	90 ft.	110 ft.
4. Standing hop, step and jump	13 ft.	15 ft.
5. Six potato race (5 feet between, 15 feet between can and finish.	34 sec.	32 sec.
	<i>Ages 12 and 13</i>	<i>Ages 14 and 15</i>
1. 100-yard dash	14 sec.	13 sec.
2. Running broad jump	12 ft. 4 in.	12 ft. 10 in.
3. Running high jump	3 ft. 10 in.	4 ft.
4. Baseball throw (distance) (regular league ball)	160 ft.	175 ft.
5. 220-yard run	33 sec.	32 sec.

<sup>1</sup>National Recreation Association, *National Physical Achievement Standards*, 1931.



*Ages 16 through 19*

- |                       |               |
|-----------------------|---------------|
| 1. 100-yard dash      | 11 3/5 sec.   |
| 2. Running broad jump | 15 ft. 6 ins. |
| 3. Running high jump  | 4 ft. 6 ins.  |
| 4. 8-pound shot       | 35 ft.        |
| 5. 220-yard dash      | 28 sec.       |

## Game Skills

*Ages 8 and 9**Ages 10 and 11*

- |                                      |                            |   |
|--------------------------------------|----------------------------|---|
| 1. Soccer goal kick                  | 3 out of 5 at 30 ft.       | 3 out of 5 at 40 ft.                                      |
| 2. Hit bowling pin with 12-inch ball | 3 out of 10 at 15 ft.      | 3 out of 10 at 20 ft.                                     |
| 3. Basketball goal shooting          | 2 goals in 45 sec.         | 3 goals in 30 sec.  |
| 4. Volley ball service (7-foot net)  | 3 times out of 10          | 5 times out of 10   |
| 5. Catching fly ball (12-inch ball)  | 3 times out of 5 at 45 ft. | 3 times out of 5 at 65 ft. (thrown from home to 2nd base) |

*Ages 12 and 13**Ages 14 and 15*

- |  |                      |                      |
|--|----------------------|----------------------|
| 1. Football goal place kick (from a tee)         | 2 out of 5 at 45 ft. | 2 out of 5 at 60 ft. |
| 2. Baseball target throw, 12-inch ball           | 3 out of 6 at 25 ft. | 3 out of 6 at 30 ft. |
| 3. Basket goal shooting                          | 5 in 25 sec.         | 7 in 30 sec.         |
| 4. Tennis serve                                  | 3 out of 6 trials    | 3 out of 5 trials    |
| Catching place kicked football behind goal posts | 3 out of 5 trials    | 4 out of 5 trials    |

The test for boys 16 through 19 years of age<sup>1</sup> consists of attending regular practice and playing in at least two full games on an intramural, class or school team in football, baseball, basketball, speed ball, soccer, volley ball, hockey or tennis.

*Achievement Standards for Girls.* A set of standards comparable to those for boys, just described, consists of events involving game skills, self-testing activities and individual athletic activities. Unlike the boys' tests, most of the girls' events are scored on the basis of specific performance and not according to success or failure in meeting a standard. Many of the events<sup>2</sup> are admirably suited for use on the playground. Participants are grouped under five age classes, each with a two-year span; the events for two of these classes are as follows:<sup>2</sup>



Group I — Time*Ages 8 and 9*

All-up Indian club  
30-yard dash  
Run and catch

*Ages 12 and 13*

Base running — 35 feet  
40-yard dash  
50-yard dash  
Potato race  
Run and catch  
Soccer dribble

Group II — Distance

Ball throw for distance  
One foot hop  
Standing broad jump  
Rope climb

Basketball throw for distance  
Rope climb  
Hop, step and jump  
Soccer kick for distance  
Jump and reach  
Standing broad jump

Group III — Success or Failure

Jump rope  
Backward roll  
Balancing  
Cart wheel  
Forward roll  
Knee walk

Balancing  
Cart wheel  
Forward roll  
Handstand  
Head stand  
Human ball  
Jump stick  
Knee walk  
Tip-up

Group IV — Number of Successful Efforts

Ball bouncing  
Bean bag ring throw  
Hit pin bowling  
Hop scotch stunts

Baseball throw and catch  
Basketball goal throw for accuracy  
Basketball goal throw for speed  
Batting playground ball  
Playground ball throw-overhand  
Playground ball throw-underhand  
Soccer goal kick  
Tennis serve  
Volley ball serve

*Mass Activities*

The distinctive feature of this method of organizing and conducting activities is that individuals participate as members



of groups or teams and no record is made of the scores or achievements of the individual players. The mass method permits large numbers to take part in events in a short period and is especially suitable for informal track meets, play day and picnic programs and contests for large groups, the members of which differ widely in skill, strength or speed. It is not used for determining championships, and it does not lend itself to as exact timing or measurements as the other methods previously described. Many forms of relay races can be conducted in this manner. Four common ways of conducting mass activities are in use—file, shuttle, line and circle.

*The File Method.* In the file method the players stand back of each other, one, two or three paces apart, depending on the number taking part and the space available. The distance between files or lanes should be at least four feet and preferably more. Consequently, two files of ten players each would line up as follows:

1	1	1	1	1	1	1	1	1	1	1	.....→
											Field of Play
1	1	1	1	1	1	1	1	1	1	1	↑ .....→

For some events one person in each file moves at one time; in others all players move simultaneously. For events such as running or swimming races, officials need to be placed not only at the starting line but at the turning or finishing line to make sure that each player completes the circuit or to give the signal for the next player in the file to start.

#### Suggested events are:

- A. Races in which one player from each file moves at a time over the prescribed distance
  1. Running or swimming 10, 20, 30 or 50 yards
  2. Running or swimming and carrying an object—stick, rock, bean bag, stuffed club, basketball, medicine ball or another player
  3. Running and placing objects—all-up relay, potato or block placing relay



4. Running and throwing objects—basketball goal throwing relay, throwing ball over line or net and catch relay
  5. Running and clearing obstacles—obstacle relay, leap frog relay, wall scaling relay, high jump relay, ditch jump relay
- B. Races or events in which the whole file moves simultaneously
1. Running 20 yards and return, with hands placed on shoulder of person ahead—Indian file relay
  2. Running 20 yards and return, entire group straddling a light pole—centipede relay
  3. Skin the snake
  4. Leap frog relay—20 yards
- C. Other good file method events are
1. Standing one, two and three broad jumps
  2. Standing hop, step and jump
  3. Leap frog jump
  4. Medicine ball throw with one or both hands
  5. Mass ditch or trench jump—usual distances 10 or 12 feet (Count total number covering)
  6. Mass high jump—usual heights 3 to 4 feet 6 inches (One point for each player who goes over the bar)

*The Shuttle Method.* In this method players in file face a file of players comprising the opposing team, or players on a team may be equally divided into two or more files facing either side of the field of play. Under the first arrangement (Type A) only two teams can compete; under the second (Type B) several can take part.

#### Type A

1 1 1 1 1 1 1 1 1 1 . . . → Field of Play ← . . . 1 1 1 1 1 1 1 1 1 1  
(Team A) (Team B)

#### Type B

1 1 1 1 1 . . . . . →      ← . . . . . 1 1 1 1 1  
Field  
of  
Play  
1 1 1 1 1 . . . . . →      ← . . . . . 1 1 1 1 1

As the name implies, the action shifts back and forth from



one team to the other or from one section of a team to the other.

Players may be arranged according to Type A for events such as the standing broad jump. A line is drawn between the two teams and at right angles to the files. Number 1 of Team A jumps from this mark, No. 1 of Team B toes the toe mark made by No. 1 of Team A and jumps back toward the starting line. Number 2 of Team A jumps from his toe mark, and so the play continues until all the men have jumped. If the last man of Team B falls short of the starting line, his team loses. If his toe lands beyond the mark, his team wins.

Other suggested events are:

1. Standing single, double, or triple hop—forward or backward
2. Standing single, double, or triple jump—forward or backward
3. Standing single, double, or triple step—forward or backward
4. Standing hop, step and jump—starting from one foot
5. Shot-put without the turn
6. Throwing an object with both hands
  - a. forward from overhead
  - b. forward directly from a swing between the legs
  - c. backward over the head
  - d. backward between the legs

Type B is used for a great variety of shuttle relay races. The shuttle relay is conducted as follows: Each team lines up one-half of its players at each end of the course. The first man in each group at the left end of the course runs and touches the first man at the right end who in turn runs back toward the left end and touches the next runner. To make sure that each runner is touched off, it is customary to have each runner deposit in the hands of the next runner a stone, a stick or a flag. The team whose last runner first crosses the finish line wins the relay.

List of events using shuttle relay method:

1. Running 10—20—50 yards
2. Hopping 10—20—50 yards
3. Message relay
4. Dribbling or passing race—soccer, basketball, field hockey (20 yards)



**The Line Method.** In this method the players stand side by side in parallel lines. Teams either all face the same way or lines may pair off and face each other:

↑ or ↓	—	—	—	—	—	—	—	—	—	—	Team A
↑	↑	—	—	—	—	—	—	—	—	—	Team B

The former arrangement is usually used for passing relays in which an object is passed from one end of the line to the other, whereupon the last person in line runs to the head of the line, hands the object to the first player and takes his place at the head of the line. The play continues with each player running in turn until the person who started the passing returns to his place at the head of the line. The player whose No. 1 man first completes the circuit is the winner.

Suitable contests for this line method are:

1. Object passing, with running limited to length of line
2. Object passing with one hand, running limited to length of line
3. Object passing with each player making a full turn in position before handing object to next in line, running limited to length of line
4. Object passing behind the body, running limited to length of line
5. Object passing and running 5, 10 or 30 yards
6. Hoop relay
7. Electric shock

Alternating lines face each other for a variety of games and combative contests. Each player is matched against the person opposite him in the line, for some events; in other cases contestants are selected on another basis; sometimes the teams compete as a unit. Sufficient space should be left free between the lines to permit plenty of action.

Events suited to this method are:

- |                            |                    |
|----------------------------|--------------------|
| 1. One or two hand pull    | 6. Line wrestle    |
| 2. Hands to shoulders push | 7. Cock fight      |
| 3. Hand wrestle            | 8. Black and white |
| 4. Indian wrestle          | 9. Club snatch     |
| 5. Hand turn down          | 10. Line soccer    |

**The Circle Method.** The circle formation is more widely used for games which do not involve competition between the groups comprising the various circles than for events involving



intragroup competition. In this respect it differs from the file, shuttle and relay methods. Individuals take their position in circle formations in different ways: in a single circle, facing in; in a double circle, facing in, with one player behind another; or in a single circle, but in file. Sometimes, as in the case of dodge ball, one team or group is in the center of the circle; in other cases, such as Bull-in-the-Ring or Three Deep, only one or two players are outside the circle formation. From ten to twenty players usually form a circle, but any number of circles may participate.

Suggested events in circle formation are:

- |                     |   |
|---------------------|---|
| 1. Pass the Swatter | 5. Run for Your Supper                        |
| 2. Bull-in-the-Ring | 6. Pursuit Races                              |
| 3. Three Deep Tag   | 7. Come Along                                 |
| 4. Dodge Ball       | 8. Circle Leap Frog (every other player down) |

### CLASSIFYING PARTICIPANTS

Satisfactory participation in competitive sports requires that players be classified so that competition is on an equable basis. The problem is to adopt a simple and easily administered classification plan whereby teams and individuals comparable in strength, skill, stamina and other qualities required by the particular sport may be grouped for competition. The classification method best suited to a particular situation may vary with the type of sport, the number and ages of the individuals involved, the available leadership and the form of organization. Age, weight, height and grade in school are common bases of classifying boys and girls for individual or team competition; sometimes a combination of these factors is used. Skill is most frequently used in grouping adults for competition. Detailed methods of classifying individuals and teams are described in the following pages; many examples of classification appear in later chapters.

#### *Age*

Age is the most widely and commonly used basis for classifying children and young people participating in community



sports programs; it is a minor factor in most adult activities. Many recreation departments apply age classifications to practically all sports activities; the amount of competition conducted on an age basis probably exceeds that under all other methods combined, and there are few sports in which age is not taken into account in classifying players. Age is so important because in general the physical growth and capacity of the individual are related to age; this is especially true of girls. In spite of individual differences among people of the same age, it affords the best single criterion as to the potential ability of a boy or girl in a given sport.

A practical advantage of using an age classification is that once it has been determined and recorded for an individual, it affords a permanent record. Unlike the rapid changes in height and weight, which necessitate rechecking of the individual at regular intervals, changes in age are uniform and can be determined accurately. Birth certificates, baptismal records or notarized affidavits are commonly required as evidence of age, especially in city-wide competition, and age data are sometimes obtainable from the school authorities. Such methods of verifying ages are seldom used for individuals engaging in intra-playground sports competition.

Specific age classifications vary from city to city and for different types of activities, but a system providing classes with a two-year span is most common. This narrow age range for each class tends to assure comparable ability on the part of the players in each class, and consequently reasonably close competition.

The following classification is typical and applicable to both boys and girls:

- 10 and 11 years
- 12 and 13 years
- 14 and 15 years
- 16 and 17 years

In case competition in a sport is extended to young people and adults, it is customary to set up two additional classes, one for ages 18 to 20 inclusive, the other for persons 21 and over. Division of participants over 18, however, is designed primarily to facilitate administration or to enable people to play within



their own age group rather than for the purpose of equalizing competition. Special classes are sometimes created for older men, as in "fumble" leagues in softball, "old-timers" events in a golf tournament or in such games as shuffleboard.

If the number of individuals taking part in the program is small, the participants in each class may be too few to permit satisfactory competition with two-year classes, so a three-year span is used. This is not desirable in some sports, however, because the younger players in the class are placed at too much of a disadvantage. Three-year classes in common use are:

9 through 11 years

12 through 14 years

15 through 17 years

Where city-wide or intercity competition is contemplated, a uniform method of classifying players is essential. To encourage the adoption of such a method by the recreation departments in the state, the Ohio Recreation Association in 1946 adopted a committee recommendation that an age classification with a two-year differential be used for intercity competition. The classes adopted were for groups beginning at ages 11, 13, 15 and 17. An additional class was approved for boys 18 but not 19, for basketball alone. January first was set as the date for determining eligibility.

A single classification plan is commonly used for all sports and for both boys and girls. Several classes generally compete in such sports as swimming, ice skating, softball and basketball; competition in others is limited to the two or three classes for which the activities are appropriate. In some cities where children are grouped under several classes for competition in team games, only two classes are used for games in which skill is the predominating factor, such as croquet, paddle tennis and horse-shoe pitching. Typical of such classes are: children under 14, and under 18.

The titles applied to various age groups vary as widely as the age classifications themselves, but the following are frequently used:

Cub—9 and 10 years

Midget—11 and 12 years

Cadet—13 and 14 years

Junior—15 and 16 years

Intermediate—17 and 18 years

Senior—19 and over



Senior teams are further classified in many cities according to ability or other special requirements; the terms Major, Major A, Major AA or even Major AAA are used to designate teams playing in the top senior leagues.

Methods of determining the deadline dates which fix the age classification for an individual vary. In some cities January first is the date on which a player's rating for the year is determined; if he is a Junior on January first he remains a Junior throughout the entire year. More often, a date is set for each major sport; a boy is thus classified for baseball according to his age on a particular date, usually in the early spring. In a community where the sports program is limited to a few activities, the latter plan is satisfactory, but where there is a large participation in a varied program, and where a registration file is kept up to date, the automatic rating of each player once, or preferably twice, each year is more desirable. If these ratings are determined about March 15 and September 15, they are less likely to interrupt seasonal sports than if made at the beginning and middle of the year.

Age is sometimes combined with another factor. In wrestling for example, weight as well as age is highly important, and both are used to classify contestants in order to prevent a boy from being matched against one who is the same age but much heavier. In basketball, where height is an advantage, boys and girls are sometimes classified under a combination of age and height. Age is a factor in the age-height-weight plan described later in this chapter.

### *Weight*

Weight has been widely used as a basis for the classification of both children and adults, because it is an index of physical development and a dominating factor in certain sports. It is being largely replaced by other methods, however, except for combative sports and games involving bodily contact such as football, because in many activities an overweight player is at a disadvantage. Classes with limits of ten pounds or less are commonly used for the individual sports and with ten to fifteen-pound limits for team games. Weight is sometimes com-



combined with age, as in boxing, where boys are commonly classified into age groups, which are further divided into weight classes. In one large city, for example, junior division boys 14 and 15 years of age are divided into the following classes: 95 lb., 100 lb., 105 lb., 112 lb., 118 lb., 126 lb., and 135 lb. Seniors, who are 16 and 17 years old, compete in 118 lb., 126 lb., 135 lb., 140 lb., and 147 lb. classes. In another city men's basketball competition is conducted as follows:

Class A — unlimited

Class B — under 155 lbs.

Class C — under 140 lbs.

Class D — under 125 lbs.

The weight classification of individuals and teams is usually determined at the beginning of a sport season, in the case of team games, and applies throughout the season. In combative sports, however, individuals are required to keep within their weight and are checked before each contest. One reason why weight has been used in mass athletics or in meets with a large number of entries is that the weight of contestants can be checked quickly and accurately.

### *Height*

Height is seldom used alone as a basis for classifying people for sports competition, but it is a factor in the age-height-weight classification plan. In games such as basketball or volleyball, where the tall player has an advantage, height is sometimes combined with age in classifying children for competition. This arrangement tends to minimize the advantages or handicaps placed on the unusually tall or short player. In one city girls are classified for volleyball as follows:

Midgets—Girls 60 inches and under (All girls 13 years of age and under are eligible.)

Intermediates—16 years and under

In another city girls are classified for several games into two groups: 57 inches and under and 62 inches and under, with participation limited to girls under 16 years of age.

Height can be checked quickly and easily by requiring boys or girls to walk under a stick set at the desired height.



*Grade*

Grade is a convenient and rather common basis of classification in after-school sports programs conducted by school authorities, but it is seldom used in community sports programs. When used, it is commonly combined with another factor, like age, as in a western city where twilight baseball teams are classified as follows:

Class A — all boys who had completed Junior High School by February 1 and who were under 21 on June 25.

Class B — all boys who were in Junior High School during the second semester of the school year ending in June.

*Age-Height-Weight*

Many believe a system which takes into account height, age and weight affords the most accurate and satisfactory basis for classifying children and young people. Some school authorities include also the factor of grade, but this further complicates the process and does little to change the results. This system is especially valuable in a city with a diversified year-round sports program, for it affords a definite and uniform classification for each player, which applies equally to every sport. It has the further merit of making allowances for individuals who vary widely in height or weight from the normal person in their age group. Because it involves calculation and is more complicated than a simple factor such as age, the age-height-weight basis is seldom used for seasonal programs. Each player should be checked periodically, preferably twice a year, and given a new classification in order to make sure he is playing in the proper group.

An excellent example of the height-age-weight classification is the one developed by the public schools in Oakland, California. The chart that follows<sup>3</sup> describes the formula used in Oakland to determine the class in which an individual belongs. A plan providing for eight classes, as this does, is practical only where large numbers of children are competing.

<sup>3</sup> National Recreation Association, *Recreative Athletics*, pp. 19-20. 1930.



### *Skill*

Skill in a sport is a common basis for classifying individuals, especially adults, for competition in the activity. Classification of players according to skill requires each individual to play in the highest class for which he is qualified. It also fosters keen competition, which is essential to the maintenance of player and spectator interest. In tennis and golf tournaments, novice and championship classes are sometimes set up and only individuals who meet the skill requirements of these classes are permitted to enter. Novice events may be open only to players who have never won any specified recognition in the sport, such as playing on a college or club team or playing in a championship match; individuals who have achieved any such honors in the sport are assigned to the championship class. In the organization of adult leagues in games like baseball and basketball, skill is often the chief factor in the grouping and classification of teams. Entries in a league or tournament are often grouped on the basis of their individual or average group scores, in bowling, riflery or golf. In a winter sports contest entries in ski jumping events may be restricted to persons who have made jumps of a specified distance or entries may be classified on the basis of previous records.

Detailed regulations governing a city's classification of tennis players on the basis of skill appear in Chapter VII; methods of grouping women and girls for competition in bowling leagues according to their bowling scores are described in Chapter VIII.

### ELIGIBILITY REQUIREMENTS

Theoretically, every resident of a city should be eligible to participate in a sports program that is provided by the recreation department and financed by tax funds. In practice, however, regulations need to be established governing the conditions which must be met by an individual before he can engage in some parts of the program. Eligibility rules are rarely applied to informal games and contests or to non-competitive activities such as general swimming, skating, coasting and hiking. Participation in organized and regularly scheduled activities such as



league games, tournaments, meets and championship events, however, must be restricted to individuals and teams that meet eligibility requirements determined in advance by the sports authorities. Like the classification of players, this is necessary to assure fair competition. Limited facilities and time required for running off the activities often necessitate restrictions on the number of entries.

### *Playground Activities*

Eligibility is a negligible factor in the playground program designed to enlist maximum participation on the part of the people in the neighborhood. Except for occasional age restrictions at certain areas or for specified activities children and youth are generally free to take part in all the informal activities on public playgrounds. Membership on playground teams and participation in playground tournaments and meets, however, are often restricted to children who have registered at the playground, who live in the neighborhood it serves or who attend it with reasonable regularity. An individual is eligible to represent a playground in inter-playground competition in most cities only if he has qualified for a place on the playground team by taking part in a specified number of preliminary games or by placing in a playground tournament. He can also represent only one playground during a season. These rules are intended to encourage individuals to participate regularly in the scheduled activities and to prevent a few stars from monopolizing the competition.

Eligibility rules adopted by high school officials for the purpose of limiting play during the school year frequently affect participation by students in the community sports program. For example, they prohibit members of high school teams from playing on any other team during the school season for their particular sport. Any student who breaks this rule is disqualified from school athletics for the year and games in which he participated after breaking the rule are forfeited. The California Inter-Scholastic Federation has ruled, for example, that during the school season of any sport, no student may compete on both a school team and a non-school team in either the same or other sports. The rule applies to practice games as well as



league games, and the school season starts with the first game and ends with the last game. According to some recreation departments in the state this rule is applicable only to teams engaged in inter-playground competition. Boys are permitted to play on playground intramural teams and still be eligible for their high school team. Municipal recreation authorities need to be familiar with school regulations relating to athletic participation, so as to avoid enrolling boys and girls in competition that will disqualify them from membership on school teams.

### *City-Wide Sports*

Regulations governing the eligibility of participants are a more important factor in the highly organized city-wide sports program than in the neighborhood centers. Because the program is financed largely from local public funds, residence requirements are common. Entries in leagues, tournaments and championship contests are usually restricted to persons living, working or attending school in the city or county sponsoring the program. Participation is sometimes restricted to persons above or below a certain age. Employment in a particular company, regular attendance at a Sunday School or union membership is often a test of eligibility to play on a team in a restricted city league. In such cases rules are adopted covering such items as nature of affiliation, attendance or service, amateur standing, transfer during the season and other factors. Entries in most city-wide championship events are restricted to individuals or teams who have won first or second place in league, center or district competition.

A player's previous record in the sport may affect his eligibility to enter an event; tournaments are often open only to individuals who have not achieved a specified ranking in the sport. Teams are sometimes limited in the number of "class" players they are permitted to enroll. In one city, for example, teams in a summer twilight baseball league for boys above junior high school but under 21 are limited to three high school varsity-letter men in baseball. No boy who has pitched on a varsity high school, city or Sunday league team may pitch, though he may play another position.



Amateur status is a basic eligibility factor in most communities and for most sports. The amateur spirit predominates in activities promoted by recreation departments and participation is generally restricted to amateurs in the sport. Recreation authorities seldom bar from an activity individuals who have lost their amateur standing in some other sport, but such individuals are often excluded from the one in which they have taken part as a professional. The strict amateur eligibility requirements of organizations like the Amateur Athletic Union apply, however, to all competitors in events which are conducted jointly with the local recreation department.

### *Intercity Competition*

Uniform eligibility rules are especially needed for contests in which individuals or teams from several cities take part. The following are typical of eligibility rules adopted by recreation authorities to govern intercity or state-wide competition in a team sport:

1. Only such teams are eligible as have competed in a league sponsored by the local recreation department and have played through a regular game schedule.
2. Each player on the team must have competed with his team in at least four games scheduled in the regular league season.
3. Each team must file a roster of not more than ten or less than eight players (in basketball), said roster to be delivered at tournament headquarters by a specified date.
4. All-city championship teams may not draw players from the various leagues for this tournament.
5. No players who have competed with college or high school teams during the current season shall be eligible to compete in this tournament.

### SCORING

Scoring is the method of recording the number of points made by an individual, team or group in a game or contest. The purpose of scoring is to determine the winner of a contest or series of contests or to evaluate the contestant's performance, or both. Specific rules have been adopted for scoring in most



forms of sport; these apply to the individual or the team, depending upon the type of activity. In most team games the number of runs, baskets or goals made against its opponents determines a team's score, and consequently the winner. In many individual sports the winner is the one who runs, skates or swims the fastest, who makes the largest number of hits on the target or who jumps or throws the farthest. Events like diving and gymnastics are scored according to a carefully devised system of points on the basis of the contestant's performance as judged by the rating officials. Scoring rules for each sport therefore enable each participant's score to be recorded throughout the game or contest or to be determined immediately at its close.

Scoring is used not merely for a single contest; scoring methods enable the winners of a series, tournament or meet to be determined. Various methods are used to score contesting individuals and teams and thereby to select the winners of sports events. A few of them will be described briefly.

### *Methods*

In round robin league play entries are scored on the basis of the percentage of games won. The winner of a game is the contestant who makes the best score according to the rules governing play in the game. At the end of a season or round of play teams are rated in the order of their percentage score. For example, at the end of the first round of play in a five-team league, the team standing is determined as follows:

<u>Team</u>	<u>Games Played</u>	<u>Games Won</u>	<u>Games Lost</u>	<u>Percentage</u>
1	4	4	0	1000
2	4	3	1	750
3	4	2	2	500
4	4	1	3	250
5	4	0	4	000

In case of a tie for first place, a single game or a three-game series may be arranged between the tied teams, the team that won when they played one another in the league may be declared the winner, or the winner may be determined by lot.



In contests of the meet or Olympic type (See page 144), points are awarded to individuals or teams on the basis of their performance in each of the events on the program. Points are given for several places in each event, so that scoring is not restricted to first place winners. Various systems of scoring points are in use, but points are often given as follows, especially in track and field meets:

					Points Scored
Where 2 places are counted.....					5 and 3
"	3	"	"	"	5-3-1
"	4	"	"	"	5-3-2-1
"	5	"	"	"	5-4-3-2-1
"	6	"	"	"	10-8-6-4-2-1

In dual meets, three places are usually scored; in city-wide or conference meets, five places are scored and the relay counts the same as other events. Even though the scores of the individual winners are recorded, the total points won by the individuals or relay teams representing each school, playground or club entering a team in the meet are credited to the organization. The winner of the meet is the organization whose entries score the highest total number of points.

In tournaments, the basis of selecting the winner of each match is determined before drawing begins. The champion, or tournament winner, is the individual or team that plays throughout the tournament, winning its match in every round, including the final. Second place is won by the runner-up in the final round of play. In a challenge type tournament the entry holding the top position at the end of play is the winner.

Match and medal play—the most common forms of golf competition—are scored in different ways. In match play the contestants compete for low score, hole by hole, and the contest is won by the one who has the lower score on the majority of holes. The contest is over wherever one has such a lead that there are not sufficient holes left to play for his opponent to tie the score or gain the lead. In medal play each contestant plays all holes, and his score on all holes is totaled and compared with the total score of his opponent. The lower total score wins. Match play is usually used on preliminary or "qualifying" rounds, when the number of entrants is large and rapid



elimination is desirable. The final rounds are usually medal play.

*Variations.* Variations in the normal scoring methods are often made to meet local conditions or to create special interest in the sport, but they are never used in official contests or in championship play. Occasionally, however, a tournament is arranged in which a large number of individuals are entered, facilities are limited and the winner must be picked in a day. Under these conditions, selection of the winner by the usual tournament method may be out of the question. So, players are matched against three opponents, chosen by lot or otherwise, and the total number of games won in the course of the three matches becomes the player's score. The entry with the highest score is declared winner.

Game scores are sometimes used in a slightly different way to determine champions in a game like croquet. Entries in a croquet competition may be divided into equal groups of eight or less. Groups are then matched against one another to provide at least three matches for each group, on the same or different days. Each player is scored according to the order in which he completes each game (i.e., 6, 5, 4, 3, 2, 1—in case there are six players per group) and the player who has the highest total score for the series of games is the champion. Players can be scored 1-2-3-4-5-6 in order of completing each game, in which case the one with the lowest score is the winner.

In sports such as tennis, badminton, horseshoes or golf interest in competition may be maintained more readily throughout a playing season by varying the usual scoring method. Ordinarily the loser of a match receives a zero score; with the modified system he is credited with the number of points he won during the play. In tennis, for example, the score is based on the number of games won; in horseshoes, the number of points earned; in golf, the number of holes won. Although this method is less simple than merely recording the wins and losses, it indicates more accurately the relative performance of the players and makes it possible for a player to improve his standing, even though he may lose a majority of his matches.

A low seasonal score is often kept by golfers. The score for



each hole for the first match is posted on the bulletin board by each player. If at any time during the season he lowers his score for a hole, he substitutes it for the previously posted score. At the end of the season, the player with the lowest total for all holes is the winner. Under this plan, a player may have a score well under par for the course.

*Team Scoring* Points scored by individual winners are usually counted to determine the winning team, as in swimming or track and field meets, but another method of team scoring is to count the total points scored by all members of the team, not just the top winners. This method is used for teams comprising an equal number of players and is commonly used in cross-country running, where each runner scores points corresponding to the order in which he finishes, and the team with the lowest total of points is the winner. With team scoring, each member of the team has an incentive to do his best and realizes his performance affects his team score, even though he may have no chance of winning the event.

Playground meets are sometimes scored in a somewhat similar manner. Boys or girls are formed into teams—frequently six to a team—and all teams compete in a series of events, such as the broad jump, softball throw for distance, basketball free throw, pull-up and baseball pitching for accuracy. The scores in all events made by the members of each team are totaled to determine the winning team. A simple method of scoring such a meet is to total the performance of each team in each event, rate the highest team's performance as 100 per cent and score each other team proportionately. For example, if the greatest total distance jumped by the members of one team is 80 feet, the team jumping this distance receives 100 points; if the next best team jumps 70 feet, it receives 87.5 points, and so on. The team which has the highest score for all the events is the winner.

A simple modification of this method is to determine the ranking of each team in each event and then to give each team points according to the order of its standing in the event. If there are eight teams competing, the one with the greatest total distance jumped scores 8 points in the jump event; the



one with the next greatest distance scores 7 points, and so on. Points in each event are totaled to determine the standing of the teams for the meet.

These scoring plans give each team a chance to win, even though it may have no first-place winners. They are better adapted to informal, less highly organized competition than to championship play or to team games conducted on a formal league basis.

### Tables

Detailed scoring tables for activities involving game skills or track and field events have been worked out by a number of recreation departments. Junior Olympics and athletic tests are sometimes scored on this basis. Tables indicate the number of points an individual has earned on the basis of his performance in the events and these vary according to his age, weight or other classification. This method of scoring is seldom applied in the selection of winners in competitive events; it is better suited for use in rating individual performance, especially in tests of ability in sports. It is more widely used with children and young people as a measure of their progress in acquiring sports skills than with adults, who usually take part in sport because of the enjoyment they gain from participation or for the satisfaction that keen competition brings them.

Scoring tables are used for many of the events in the National Physical Achievement Standards for Girls, among them the baseball throw for distance. The relative complexity of scoring participants by this method is illustrated by the table below:<sup>4</sup>

Points	Baseball Throw For Distance			
	Scores (in feet)			
	14 yr.	15 yr.	16 yr.	17 yr.
1	40' 7"	51' 5"	53' 3"	58' 10"
2	49' 4"	62' 5"	53' 3"	66' 1"
3	58' 10"	69' 7"	71' 3"	73' 8"
4	64' 2"	77' 2"	76' 11"	76' 2"
5	69' 5"	82' 10"	82' 7"	80' 2"
6	76' 8"	88' 5"	88' 7"	88' 1"
7	80' 4"	96' 7"	94' 0"	96' 3"
8	94' 8"	103' 7"	105' 8"	104' 4"
9	112' 1"	115' 9"	116' 9"	124' 2"

Howland, loc. cit.



*Athletic Tests*

Many forms of tests, such as the athletic badge tests for boys and girls promoted by the National Recreation Association, are scored on the basis of success or failure. Either the contestant passes the tests or he fails to do so. For this reason the tests are graded, and individuals are encouraged to try the tests that are suitable to their skill and physical development. Athletic tests are sometimes used for competition between playground groups, with each group's score determined by the percentage of the group passing the tests.

*Point Systems*

Systems have been developed in a number of cities whereby children attending the playgrounds and centers are given a specified number of points for participation in sports and other activities, additional points for making a team and still more points for winning in tournament and league play. Volunteer service is also recognized. Such a system encourages children to engage in a wider range of activities and tends to make for their all-round development. On the other hand, the record-keeping involved, the difficulty of administering a system fairly and the tendency to minimize awards have caused individual point systems to be discontinued by a number of recreation departments. In a typical system, points are awarded thus:

1. Participation. For each period in which the individual engages in sport.....	1 point
2. Playing on a team	
An intra-playground league team.....	25   “
A champion intra-playground league team.....	35   “
A representative playground team.....	50   “
A champion playground team.....	70   “
3. Tournaments and meets	
Entering an intra-playground tournament or meet .....	10   “
Winning first or second place in an event..	10 and 5   “
Entering a district or city-wide tournament or meet .....	20   “



- Winning first or second place in an event . . . 20 and 10 points
4. Special features
- Passing athletic badge tests, swimming tests,  
    or athletic stunts . . . . . 10 to 25   “
5. Leadership and service
- Service as team captain or manager . . . . . 10 to 20   “
- Helping coach a team or group, officiating  
    at games and contests, assisting with rec-  
    ords and equipment—per period . . . . . 2 to 5   “

As a means of encouraging playgrounds to enter inter-playground competition some recreation departments have developed a point system comparable to the one outlined above, under which points are given each playground for the teams and individuals it enters in various divisions of each event. Additional points are given for places won in the events. At the end of the season the playground with the largest total number of points wins a trophy or other award. Such a system may be restricted to games and sports or it may include other types of activities; in some cases points are given for both inter-playground events and for activities conducted on the individual playgrounds.

### *Sportsmanship Scoring*

The points or games won afford the usual basis for scoring, but sportsmanship is a scoring factor in several cities, especially in playground competition. Under the sportsmanship scoring method a team may win more points than its opponent but by virtue of a lower score for sportsmanship or reliability it may lose the contest. The percentage of points awarded for winning, sportsmanship and reliability varies in different cities, but winning is seldom allowed more than 30 per cent of the total points obtainable, the balance being divided between sportsmanship and reliability. Rating sportsmanship is a highly controversial matter and opinions differ as to the desirability of introducing the factor of conduct in determining scores in sports competition. In a number of cities, however, a sportsmanship scoring system has proved an effective aid in encouraging high standards of conduct on the part of both participants and spectators.



Dallas, Texas, is one of the cities in which playground games and contests are scored according to a merit system. The playground leader and the official report all games on the following:

Sportsmanship .. . . . . .	40 points
Reliability .. . . . . .	40 points
Victory .. . . . . .	20 points

#### **SPORTSMANSHIP**

Sportsmanship is to include: (1) Prompt acceptance of the referee's decision; (2) language and conduct of players during the game; (3) conduct of spectators and participants during the game; (4) conduct of team and followers to and from the game; (5) conduct of the leaders before, during and after the game.

#### **SPORTSMANSHIP SCORING**

Players expelled from the game. Sportsmanship in all games shall be scored as indicated below. If a player is expelled from the game for unnecessary roughness, 20 points shall be deducted from the score of the team to which the player belongs.

Spectators and participants. The followers of a team guilty of bad sportsmanship, though in no way chargeable to their team, shall cause their team to lose points according to the nature of the offense.

Conduct of players and followers to and from the game. Unsportsmanlike conduct of a team, a director or a team's followers to or from a game, shall cause that team to lose not less than 10 points and more according to the offense. Any team starting a fight shall lose all their points for sportsmanship. If both teams are guilty of fighting, all points for sportsmanship shall be deducted.

Language and conduct of players. Language and conduct of players refers to such things as swearing, losing temper, calling names and other acts of rowdyism. Twenty (20) points shall be deducted for a player cursing.

When a team quits before all innings have been played no points shall be awarded to the offending team.

#### **RELIABILITY**

Reliability is to include: (1) Prompt appearance for play at scheduled hour and date; (2) carry out all rules as to eligibility; (3) leaders having an official line-up ready for the umpire and an official line-up to exchange with the leader of the opposing team.



**RELIABILITY SCORING**

One point shall be deducted for every minute the team is late up to 20 minutes. Any team arriving later than 20 minutes forfeits the game; five (5) points shall be deducted for every player late, when the team starts with less than the full amount of players.

**VICTORY**

The team that wins the game shall be credited with 20 points. Both teams may receive points for sportsmanship and reliability. Should both teams exhibit good sportsmanship and meet all rules of reliability, both teams shall receive credit for same. In case of tie games both the teams shall receive ten points for victory.

**OTHER FACTORS**

The organization and conduct of a sports program necessitate consideration of many other factors, two of these—the making of schedules and the adopting of playing rules—are briefly considered here. Additional factors are treated in later chapters.

*Schedule Making*

The task of arranging schedules for all the groups taking part in the activities comprising the sports program is a major responsibility of the recreation authority. It involves a thorough knowledge of the requirements of each sport, of the facilities available and of the degree of interest in each activity. Participation by the playing groups in the preparation of schedules for their respective sports is most desirable. Experience alone affords the basis for scheduling some types of activity; for example, the time and frequency with which a hiking club's outings will attract a majority of its members.

Factors that must be taken into account in the actual preparation of schedules include the number of facilities that are available for play, the hours during which they are available, the length of time required for playing a game or match, the hours or days during which players are free for play, the period over which the competition is to extend, the interval that should be provided between games or matches and the number of entries in the tournament or league. Consideration must be given



to the schedules of other organizations promoting the same sports in order to avoid conflicts. Care must also be taken to prevent the scheduling of too many events during a brief period, as this overtaxes the sports personnel or maintenance crews assigned to help with the activities. Because postponements are inevitable, due to weather conditions, unforeseen emergencies or mutual agreement between teams, schedules should not be so tight that it is difficult to find time or facilities for playing postponed games or matches.

Detailed suggestions for arranging schedules for tournaments, leagues and meets will be found in Chapters VII, VIII and IX, respectively.

### *Adopting Playing Rules*

Playing rules are an essential element in games. They are not merely a factor that makes for satisfactory play; games could not exist without them. Since many games evolved gradually, the rules for playing them have varied in different cities. As interest in the activities increased and intercity competition developed the need for uniform rules became apparent. Through the action of national sports bodies standard rules have been drawn up for most popular games and sports and these are in general use throughout the country.<sup>5</sup> The official adoption of uniform rules is especially important if activities are to be conducted on a city-wide basis or if local groups are to compete in intercity, state or national events. In cases where no official rules are in effect or where there is a conflict in the rules adopted by sports-governing bodies, the recreation authorities must determine the rules that are to govern play in the locality.

Modification of the playing rules is often desirable for some of the groups taking part in the community program. The use of the special rules for women's and girls' activities that have been prepared by the National Section on Women's Athletics is recommended in activities for these groups. To assure safe and satisfactory conditions of play for children and young

<sup>5</sup>A list of the official guides in many sports, including activities for women, appears in the Bibliography at the end of this volume.



people, modifications in the standard rules governing the size of playing area, length of playing period, time between periods and the actual play have been widely adopted for many sports. Recreation authorities have a responsibility for making certain that all competition which they sponsor for children and young people is conducted under rules that are appropriate to the ages and physical capacity of the participants.



# PART THREE

## CHAPTER VII

### *Tournaments* ~

The tournament is a series of contests, the purpose of which is to determine the champion in a sport. This form of competition is especially adapted to individual and dual sports like tennis, badminton, golf, trap shooting, shuffleboard and to team games. Winter sports except ice hockey, water sports and track and field events, on the other hand, are seldom conducted on a tournament basis. Tournaments are a regular feature of the playground program, and rarely does a week pass without at least one of them being held on every playground. Winners in playground contests often compete in a tournament to determine the city playground champion. Much of the city-wide program is carried on through tournaments, which are also the common method used for intercity, state and national competition in many sports.

#### TYPES OF TOURNAMENTS

Several types of tournaments are in more or less common use in the community sports program. Every individual concerned with the conduct of sports needs to be familiar with these methods and the conditions under which each can be used to



best advantage. The pages that follow describe several tournament types and treat in detail the methods of conducting each.

### *Straight Elimination*

This well known and simple form of tournament involves a series of matches and is the quickest method of determining the champion. All contestants compete in the first round, but only the winners of the matches in each round compete in the next round. The winner of the final match is the champion. This type is practicable where the contestants are numerous and the game is sufficiently moderate that several matches may be played in a short space of time. Tournaments in golf, tennis, horse-shoes and volley ball, among others, are commonly conducted on this basis. The elimination tournament is sometimes used as a method of ranking players for a challenge or perpetual tournament. The champion in a sport like baseball is often determined by an elimination tournament in which entries are the winners in baseball leagues that have played through a round robin schedule. This is not a very satisfactory method of conducting a seasonal sports program, however, since the individual player or team is eliminated from play after one defeat.

In this type of tournament the competing players or teams are bracketed in pairs and the winners in each round are then paired for play until the final match between the two last survivors. Unless entries are restricted to a specific number, a bracket arrangement or tournament schedule cannot be set up until the entries have closed and the number of players has been determined. When the number of competitors is a perfect power of two, such as 4, 8, 16, 32 or 64, they are bracketed in pairs. The system of brackets is posted before the tournament starts and the results of every match are inserted immediately after the games have been played.

The following diagram (Figure 1) illustrates the bracket for a tournament with 8 entries. Seven games are required to determine the winner, as the number of games is always one less than the number of contestants entered in the tournament.



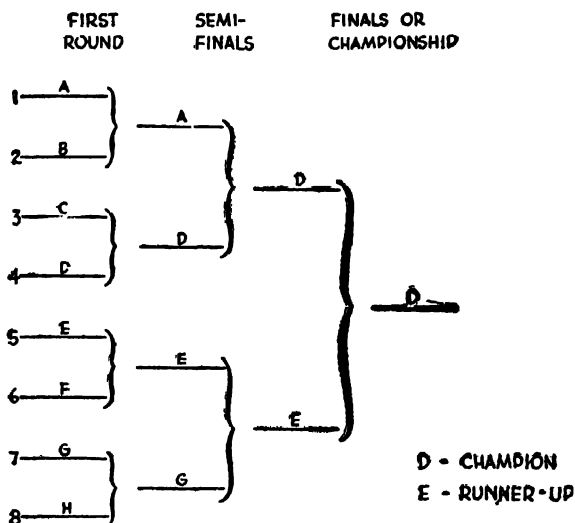


FIGURE 1. BRACKET FOR AN 8-ENTRY TOURNAMENT

*Matching the Players.* The arrangement of pairs in the first round is sometimes done by lot, but it is fairer to have this done on the basis of the players' ability, "seeding" them in such a way that the strongest players do not have to compete against each other in the early rounds. The four best players are generally "seeded" in a bracket of 16; eight, when there are 32 entries. In the first instance, the "seeded" entrants are usually placed in the first, fifth, ninth and thirteenth bracket positions, with Nos. 1 and 4 in the first and fifth positions respectively, and Nos. 2 and 3 in the ninth and thirteenth places. Another method of placing "seeded" players is to assign them to the first and last positions in their half of the bracket; for example, in first, eighth, ninth, and sixteenth places.

If the number of entries is a perfect power of two, the matching of the players is simple; otherwise it is necessary to have a number of "byes" who do not compete in the preliminary round. To determine the number of "byes," subtract the number of entries from the next higher power of two. After certain players have been designated as "byes," the remaining players



compete in the preliminary round. The winners of this round plus the "byes" then make a perfect bracket for the remainder of the play. For example, if 25 players are entered in a tournament, the number of "byes" will be the difference between 25 and the next higher power of two (32), or 7. The number competing in the preliminary round will therefore be 25 less 7, or 18 players.

To set up a bracket with 25 players entered, place 25 numbers in a vertical column, marking 7 of them "byes." The "byes" should be equally distributed in the top and bottom halves of the column; if an uneven number, one more should be placed in the bottom half of the column. Each player draws a number by lot, the luck of the draw determining who gets the "byes" in the preliminary round. If players are of unequal ability, it is well to "seed" the best entries as previously indicated, in which case these would be assigned numbers before the others draw for places. After the 18 players have played in this preliminary round, the 9 winners together with the 7 "byes" comprise the 16-player bracket for the first round. Play proceeds as previously indicated for the 8-entry bracket. The accompanying diagram (Figure 2) illustrates the setup of a tournament with 25 entries.

### *Consolation*

This type is a modification of the straight elimination tournament. It is set up in the same manner and the champion is determined as previously described. Losers in the first round, however, instead of dropping out, continue play and compete for the consolation title, which belongs to the individual or team that wins in every consolation round. In ranking the play of contestants in a consolation tournament, third and fourth places are usually given to the winner and runner-up, respectively, in the consolation finals. The consolation tournament is generally used only when the number of entries is 8 or 16.

Figure 3 on page 181 illustrates how consolation rounds can be played in the elimination tournament shown on page 178.



*Double Elimination*

This type, also known as the "two loss and out" tournament, is an adaptation of the consolation tournament; no competitor drops out until he has lost two games or matches. This type helps sustain interest and also gives the player or team that has had a bad "break" a chance to win the losers' side of the bracket and to play for the championship.

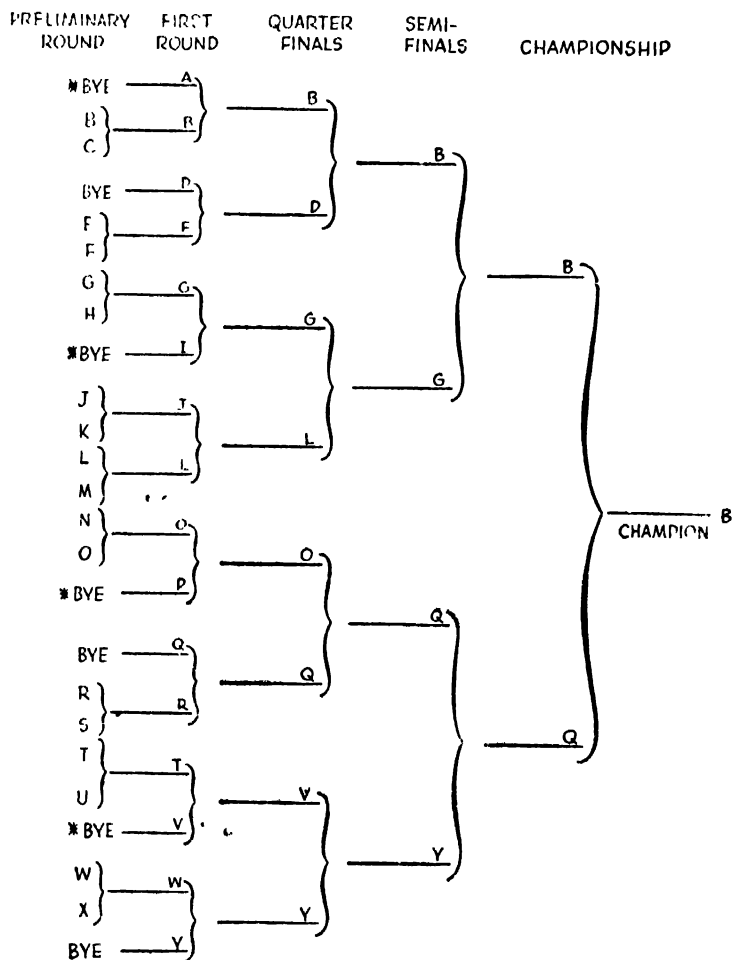


FIGURE 2. BRACKET FOR A 25-ENTRY TOURNAMENT



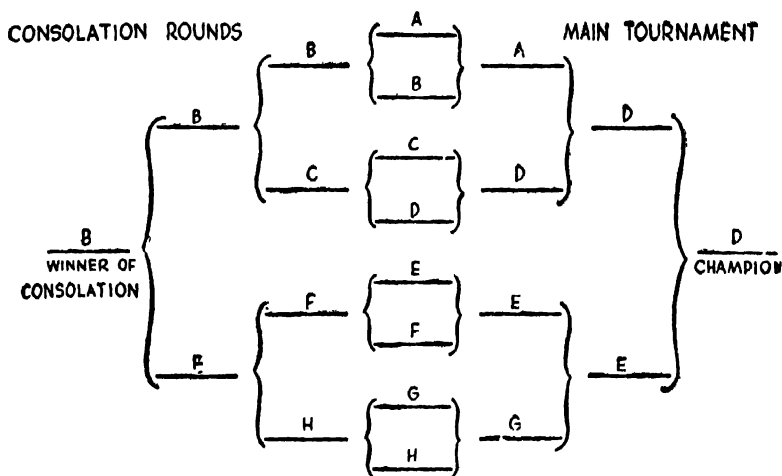


FIGURE 3. BRACKET FOR A CONSOLATION TOURNAMENT

Under this method, the losers of the first round are matched in the second round; the losers of second round play in both brackets are matched in the third round, and play continues until both the champion and the winner of the "losers'" bracket are determined. Different methods of completing the double elimination play are in use. Under one, the winner of the main bracket is declared champion, his opponent in the finals is given second place, and the winner and other finalist in the "losers'" bracket are rated third and fourth, respectively. Under another plan, the play is carried further, the runner-up in the main bracket being matched against the winner of the "losers'" bracket. The winner of this match then plays the winner of the main bracket, and if he wins the two are rematched for the championship. The winner of two final games or matches is declared the champion.

The accompanying diagram (Figure 4) illustrates the bracketing of a double elimination tournament of this type, with eight entries. Should B have won from A in the "finals," another game or match between these players would have been necessary in order to determine the champion.



*Schedule Calculator.* The accompanying table affords a ready and convenient reference to the number of "byes," games and rounds in single and double elimination tournaments with entries up to 32.

Single Elimination Tournament				Double Elimination Tournament	
No. of Entries	No. of Byes in First Round	No. of Contestants in First Round	No. of Rounds	Total No. of Games or Matches (Not including extra match for third place)	Total No. of Games or Matches
3	1	2	2	2	5 or 6
4	0	4	2	3	6 or 7
5	3	2	3	4	8 or 9
6	2	4	3	5	10 or 11
7	1	6	3	6	12 or 13
8	0	8	3	7	14 or 15
9	7	2	4	8	16 or 17
10	6	4	4	9	18 or 19
11	5	6	4	10	20 or 21
12	4	8	4	11	22 or 23
13	3	10	4	12	24 or 25
14	2	12	4	13	26 or 27
15	1	14	4	14	28 or 29
16	0	16	4	15	30 or 31
17	15	2	5	16	32 or 33
18	14	4	5	17	34 or 35
19	13	6	5	18	36 or 37
20	12	8	5	19	38 or 39
21	11	10	5	20	40 or 41
22	10	12	5	21	42 or 43
23	9	14	5	22	44 or 45
24	8	16	5	23	46 or 47
25	7	18	5	24	48 or 49
26	6	20	5	25	50 or 51
27	5	22	5	26	52 or 53
28	4	24	5	27	54 or 55
29	3	26	5	28	56 or 57
30	2	28	5	29	58 or 59
31	1	30	5	30	60 or 61
32	0	32	5	31	62 or 63



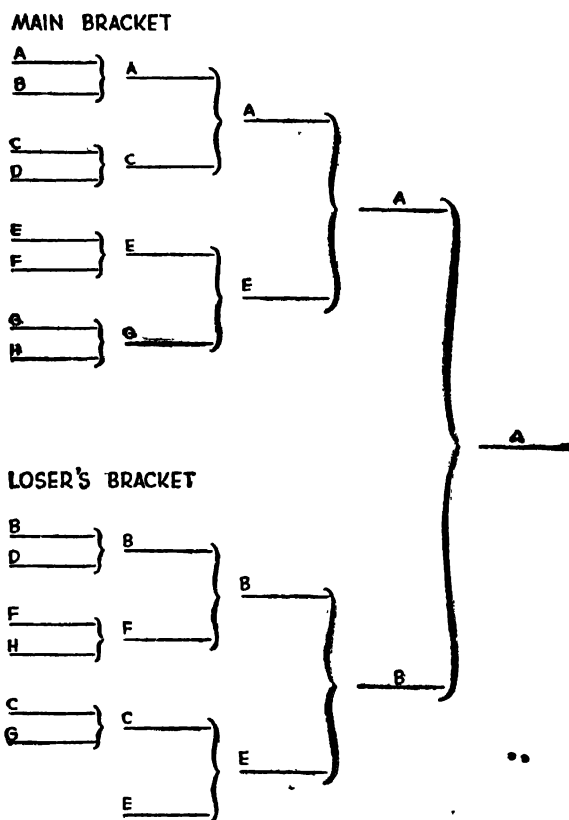


FIGURE 4. BRACKETS FOR DOUBLE ELIMINATION TOURNAMENT

*Perpetual or Challenge*

The tournament types previously described enable competition to be completed in a relatively short time. The perpetual tournament, on the other hand, is designed to facilitate competitive play over a considerable period. It also requires a minimum of supervision, which is an important factor in a long term program. The perpetual or challenge tournament is best suited to fairly small, congenial groups, where the players are well known to each other, where facilities are readily available, and where there is opportunity for frequent competition.



It is more often used for games like handball, tennis or shuffleboard than for team games or golf.

To start a perpetual tournament, entering players or teams are ranked in order by lot, by a ranking committee or by playing an elimination tournament. The tournament is conducted by a series of challenges. A player may challenge another in a higher position; if the challenger wins, he and the loser exchange places. All challenges must be accepted and played within or at an agreed time; otherwise the two players exchange positions as though the challenger had won the game. A loser may not rechallenge the winner until he has played at least one other match. The standing of each player is constantly posted in order that challenges may be arranged at any time. The ranking of the players at the end of the tournament determines the winner. A definite date for ending the tournament should be announced before the play begins, in fairness to all contestants.

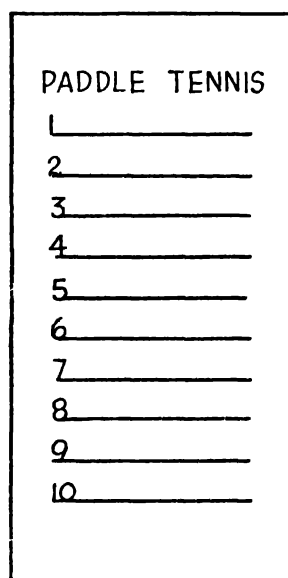


FIGURE 5. DIAGRAM OF A LADDER TOURNAMENT

The most common forms of perpetual tournaments are the ladder and pyramid types. In the ladder tournament the



players' names are listed in a vertical column, with the best players at the top, unless starting positions are determined by lot. A player may challenge either of the two players immediately above him in the ladder. (See Figure 5.) The pyramid tournament allows for more participation and permits more freedom to challenge than the ladder type. The names are arranged in rows, with one at the top of the pyramid, two in the second row, three in the third row, and so on, the number of rows depending upon the number of entries. Any player may challenge another player in the same horizontal row; if he wins, he may challenge a player in the row above, and upon winning, the two players exchange places. The King's tournament, a variation of the pyramid type, illustrated in Figure 6, is suitable when large numbers are competing. Players are

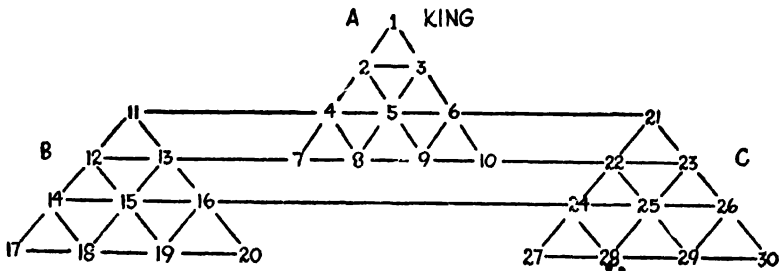


FIGURE 6. DIAGRAM OF A KING'S TOURNAMENT

grouped into pyramids of ten places each, at different levels. After a player has reached the top of one unit, he may challenge horizontally into a higher unit, then vertically again and attempt to advance to the King or first position.

The spider web tournament is another form that affords greater opportunity for competition than the other methods. A player may challenge any other player on the row next to him, and if he wins, he thus advances toward No. 1 position in the center. (See Figure 7.)

To facilitate challenges and easy identification of positions in challenge tournaments, a board is constructed, into which small nails are driven, equal in number to the entries. The nails are arranged in rows and numbered, and on each nail is



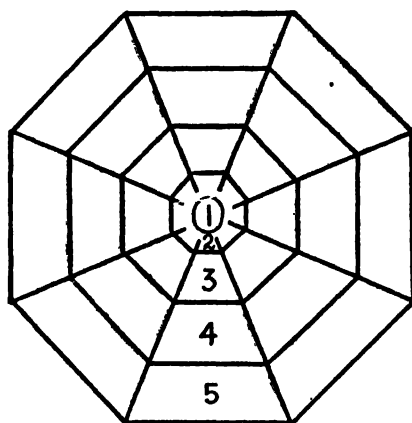


FIGURE 7. DIAGRAM OF A SPIDER WEB TOURNAMENT

hung an ordinary price tag bearing the name of an individual or team. In a ladder tournament nails are driven in a row one above the other; in a pyramid tournament, in horizontal rows of different lengths. As players move from one position to another, their tags are shifted on the tournament board to the corresponding positions. Instead of nails, card holders may be used, in which case the names of contestants are printed on cards, which are inserted in the holders and moved about as players change places in the tournament.

### *Round Robin, League or Percentage*

This type of tournament undoubtedly affords the fairest basis for determining the champion in a sport, because it requires each contestant to play every other contestant. The champion is the individual or team that wins the greatest percentage of victories in the series comprising the tournament. The round robin tournament is the most widely used form of organization for team games such as baseball, softball, soccer, basketball and field hockey and for such sports as bowling. The annual participation in sports activities conducted on a round robin or league basis exceeds that carried on under other types of organization, in most cities.



To facilitate competition under this method, teams are usually grouped into leagues of eight teams or less. When the number of entries exceeds eight, the operation tends to become cumbersome. A schedule is set up which enables each team to play each other one in the shortest time practicable. The number of games needed to complete a round is determined by the following formula, in which  $n$  represents the number of entries:

$$\frac{n(n-1)}{2}$$

Thus an eight-team league requires  $\frac{8 \times 7}{2}$  or 28 games to complete a schedule of one round. If all teams play each day, and the number of teams is even, one round in a league can be completed in one day less than the number of teams. Where time permits, more than one round of play is desirable; this gives each team a second chance to play each of its opponents.

*Making a Schedule.* In working out a league schedule, it is simpler to use numbers or letters for the teams rather than names. Numbers may be drawn by lot or assigned to teams; it makes little difference which method is used since each team plays every other, but it is preferable for teams to draw lots for their numbers. Two simple methods of preparing a schedule are in common use. One is to construct a diagram like the one below (Figure 8), in which the letters represent teams and the

	A	B	C	D	E	F	G
A	—	1	2	3	4	5	6
B		—	3	4	5	6	7
C			—	5	6	7	1
D				—	7	1	2
E					—	2	3
F						—	4
G							—

FIGURE 8. A METHOD OF PREPARING A ROUND-ROBIN SCHEDULE



numbers indicate dates of play. The diagram is for a seven-team league, but it may be designed for any number of teams. The number in each space indicates the date on which the teams whose lanes cross in the space are to meet. This may be any prearranged playing date. The diagram indicates that 21 games are to be played, three on each of seven dates. Because there is an odd number of teams, one team is idle on each date.

A schedule based on the diagram would read as follows:

1st Date	2nd Date	3rd Date	4th Date	5th Date	6th Date	7th Date
A vs B	A vs C	A vs D	A vs E	A vs F	A vs G	B vs G
C vs G	D vs G	B vs C	B vs D	B vs E	B vs F	C vs F
D vs F	E vs F	E vs G	F vs G	C vs D	C vs E	D vs E

Another method can be applied to any number of teams, although schedules are compiled for an even number. If an odd number of teams is to play, an additional number is inserted; whenever a team is scheduled to play against this theoretical team, it has a "bye" and is idle.

Using numbers or letters representing the teams, write half the numbers *down* in one column and continue writing the remaining numbers *up* in an adjoining parallel column. Teams opposite each other are paired for the first bracket of games. To pair the teams for succeeding dates, rotate all numbers counter clockwise except team No. 1, shifting one position for each date. For example, to pair teams for the second date, keep number "one" at the top of the first column but place directly under it the number which was at the top of the right hand column in the first bracket. Then continue down the rest of the first column and up the second, using the figures in the same order as in the preceding bracket. For the third and succeeding brackets follow the same procedure, inserting under "one" the top figure from the second column of the preceding bracket, and so forth. With an even number of teams there will always be one less bracket or series of games than there are teams.

The following schedule illustrates how this method operates, using an eight-team league.

1st Date	2nd Date	3rd Date	4th Date	5th Date	6th Date	7th Date
*1 vs 8	1 vs 7	1 vs 6	1 vs 5	1 vs 4	1 vs 3	1 vs 2
2 vs 7	8 vs *6	7 vs 5	6 vs 4	5 vs 3	4 vs 2	*3 vs 8
3 vs 6	2 vs 5	8 vs *4	7 vs 3	6 vs 2	*5 vs 8	4 vs 7
4 vs 5	3 vs 4	2 vs 3	8 vs *2	*7 vs 8	6 vs 7	5 vs 6

\*Shows the team which lies idle or has "bye" in case of a seven-team league.



**Round Robin Schedules.** The following table of schedules for round robin tournaments with varying numbers of entries serves as a ready reference. The figures in parentheses at the top of each schedule indicate successive game series, each of which is to be completed before the next series is played. The games under (1), for example, constitute the first set of matches or games; they are often played on the same date or, if there are many entries, during the same week. Whenever an odd number of teams is competing, the schedule for the next larger even number is followed, but games in which the team with the highest number is slated to play are omitted. Schedules for a league with more than twelve teams can readily be worked out by the use of the methods described above.

**4 Entries**

(1)	(2)	(3)
1-4	1-3	1-2
2-3	4-2	3-4

**6 Entries**

(1)	(2)	(3)	(4)	(5)
1-6	1-5	1-4	1-3	1-2
2-5	6-4	5-3	4-2	3-6
3-1	2-3	6-2	5-6	4-5

**8 Entries**

(1)	(2)	(3)	(4)	(5)	(6)	(7)
1-8	1-7	1-6	1-5	1-4	1-3	1-2
2-7	8-6	7-5	6-4	5-3	4-2	3-8
3-6	2-5	8-4	7-3	6-2	5-8	4-7
4-5	3-4	2-3	8-2	7-8	6-7	5-6

**10 Entries**

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1-10	1-9	1-8	1-7	1-6	1-5	1-4	1-3	1-2
2-9	10-8	9-7	8-6	7-5	6-4	5-3	4-2	3-10
3-8	2-7	10-6	9-5	8-4	7-3	6-2	5-10	4-9
4-7	3-6	2-5	10-4	9-3	8-2	7-10	6-9	5-8
5-6	4-5	3-4	2-3	10-2	9-10	8-9	7-8	6-7

**12 Entries**

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1-2	1-3	1-4	1-5	1-6	1-7	1-8	1-9	1-10	1-11	1-12
3-4	2-5	2-6	2-4	2-3	2-8	2-9	2-10	2-11	2-12	2-7
5-6	4-6	3-5	3-6	4-5	3-9	3-10	3-11	3-12	3-7	3-8
7-8	7-9	7-10	7-11	7-12	4-10	4-11	4-12	4-7	4-8	4-9
9-10	8-11	8-12	8-10	8-9	5-11	5-12	5-7	5-8	5-9	5-10
11-12	10-12	9-11	9-11	10-11	6-12	6-7	6-8	6-9	6-10	6-11

Detailed playing schedules compiled by the American Bowl-



ing Congress and applicable to leagues comprising a great variety of teams are equally useful for other sports.

*A Round of Play.* The number of games required for a complete round of play in leagues with various numbers of teams is indicated in the table that follows. It should be helpful in the preparation of a league schedule.

<u>Teams Entered</u>	<u>No. of Games</u>
4	6
5	10
6	15
7	21
8	28
9	36
10	45
11	55
12	66
13	78
14	91
15	105
16	120

### *Variations*

Three of the more common variations that are more frequently used in informal tournament competition than in highly organized competition are:

*Tombstone.* In this type of tournament an objective or deadline is set up, such as a distance of so many miles to be hiked, so many laps of a pool to be swum, so many arrows to be shot, so many holes of golf to be played or so many rounds of ammunition to be fired. The winner is the individual or team that hikes the set number of miles in the shortest time, swims the laps of the pool in the shortest total time, or makes the highest total score in archery or the lowest total in golf. It may also be used in the reverse manner, by setting a time limit to the hike and determining who has hiked the farthest in the given time, by ascertaining who can swim the farthest in the pool in a given time, or who can jump the farthest in a given number of jumps, and so on. In group meets this form of competition is frequently used by teams, as described in Chapter IX.



*Ringer.* This type of competition can be used for all activities in which cumulative scores can be kept, such as golf, archery or rifle marksmanship. For example, each member of a group of archers shoots a certain number of arrows throughout the tournament, keeping score for each "end" shot. At the close of the competition each individual puts a ring around the best score achieved for each "end" and totals the "ringers" for a best possible score for the tournament. The best scores are compared to determine the winner. In golf, the low score for each hole is totaled to determine total for the tournament.

*Handicap.* To equalize competition, players or teams are sometimes classified according to their experience or ability and are given a score advantage. This handicap method can be used for many games and with various types of elimination tournaments. Where the number of entries is sufficiently large, they may be grouped according to ability into three or four brackets, and the winner is determined for each group, or each individual is given a specific handicap, based on the average of his previous performance. The U. S. Golf Association has found a formula for adjusting strokes in handicap golf matches.

#### TOURNAMENT ORGANIZATION

A successful tournament requires thorough advance preparation, careful attention to a multitude of details while the tournament is in progress and expert officiating by the officials in charge of the events. For this reason responsibility for making the necessary arrangements must be specifically allocated. The procedures for setting up and conducting a tournament vary according to its type, as well as with other factors. The many problems involved in the organization and operation of round robin or league tournaments are treated in detail in Chapter VIII; the balance of this chapter deals primarily with tournaments of the elimination type.

#### *The Committee*

Responsibility for planning and conducting a tournament is often assigned to a member of the recreation department staff.



This may be the playground director in case of a playground tournament or the sports supervisor, if a city-wide event. In case the tournament is to be sponsored by an organization affiliated with the recreation department, one of its officers or members may be placed in charge. The duties involved in connection with a tournament are so numerous and complex, however, especially in case of a major event, that one individual can seldom perform them satisfactorily. A common first step by the responsible authority is therefore the appointment of a committee to prepare tournament plans and draw up regulations governing the competition. Membership on such a committee for a city-wide tournament might include, besides the sports supervisor, representatives of the local groups that engage in the sport and a sports writer or newspaper man. For a neighborhood tournament the committee might include the playground or center director, representatives of player groups and one or more neighborhood leaders who can arouse interest in the event. Interest and participation are likely to increase if a committee of playground children assists the director in planning and conducting it. Responsibility for inter-playground tournaments is commonly assigned to a committee of directors representing different sections of the city. Regardless of the type of tournament or the committee in charge, plans for tournaments to be sponsored by the recreation department should always be approved by the superintendent of recreation or other designated member of the department staff before they are announced to the public.

Specific duties are generally assigned by the committee chairman to the individual members; they usually relate to the factors mentioned in the pages that follow. Responsibilities are not limited to the planning and conduct of the tournament, however. The committee must see that scores and performances during the play are properly reported to the authority sponsoring the tournament and that an accurate record of finances is submitted, in case funds are handled by it.

### *The Publicity*

The time and place of the tournament, the events to be included, the classes of competition, eligibility rules and limita-



tions on entries are matters on which the committee must reach a decision promptly. When it has done so, publicity on the tournament must be prepared and distributed. Widespread use should be made of all suitable media for informing individuals and teams that are eligible and that might wish to enter. Circulars describing the tournament, which often serve also as an entry blank, are commonly issued and distributed through playgrounds, schools, churches, industries or clubs, depending on the type of tournament. These circulars and entry blanks usually contain information on the following items, on which decisions have previously been reached by the committee in charge:

Name and address of the department or organization in charge.

Place or places where events are to be held.

Time—dates and hours—when tournament will start.

Events to be held (such as singles, doubles, mixed doubles).

Classes of competition (such as ages, weights, ratings) for each event.

Rules for participation (such as number of players that may be registered on a team, necessary identification, limitation on events to be entered).

Filing of entry blank—time, place and method (if no entries will be accepted by phone, this should be indicated).

Entry fee, if any, and time, place and method of payment.

Rules governing play (these are usually official rules, where they exist, with possible modifications to meet local conditions).

Basis for determining winner—number of points, games or sets.

Equipment needed—what will be furnished by the tournament committee and what contestants must provide.

Awards—for place winners in various events.

Admission fee, if any, for spectators.

Tournament rules should require that entries be filed sufficiently in advance to permit the committee to conduct the draw, arrange the schedule and notify the entries as to the time they are to report for play.

### *The Schedule*

Many factors that must be taken into account in the actual preparation of a schedule were listed in Chapter VI. Before announcing a tournament the committee should estimate the



probable number of entries or else limit them to a specified number. Otherwise the facilities may be inadequate to accommodate all the entries or the time may not be sufficient for completing all the matches. The number of available facilities influences the number of entries that can be accepted and the period of time required for the tournament; thus an elimination tournament in tennis can be run off more promptly and can accommodate more players if it is held on a battery of courts. The nature of the sport is a limiting factor in making a schedule, however, and the number of matches in which a player can engage within a brief period differs widely for such games as handball and horseshoes.

In setting up a schedule for a league or tournament, agreement must be reached as to the time games can be played, the frequency of play and the courts or fields where games are to be played. The printed schedule should indicate not only the dates on which the games and matches will be played, but the hour and precise location and description of the court or field.

### *The Arrangements*

The nature of the preparations varies according to the type of tournament and sport, but the committee in charge must give consideration to the following additional factors:

*Finances.* The conduct of a tournament usually involves expense for printing, postage, officials, equipment and trophies, and a plan of meeting such expenses must be worked out. An entry fee is commonly charged at major events, but playground tournaments rarely carry an entry fee.

*Officials.* Competent officials must be secured and a time schedule arranged for them. Necessary officials may include referees, umpires, linesmen, clerks and scorers. Boys to chase balls and serve as messengers may also be needed.

*Facilities.* Sufficient courts, fields or other facilities of standard size must be available and reserved to permit the entire tournament to be run off in a reasonably short time; in the case of outdoor play, the possible need for extending the time of



play due to bad weather must be taken into account in arranging for facilities. At a large tournament, provision of suitable lockers, showers and dressing rooms for the use of participants and officials is essential. Every effort should be made to have the playing courts and areas kept in excellent condition for play during the tournament. Seating facilities for the use of players between contests and for spectators should be provided.

*Equipment.* Typical of equipment needs are whistles, stop watches, measuring tapes, balls, insignia, chairs and tables for the officials, score boards, first aid equipment, a suitable location for the committee and possibly tables and benches for the press. Arrangements should be made to have equipment ready well in advance of the tournament. Inspection of the players' equipment by the officials may be essential, as in boxing or handball, where the players' gloves need to be checked. Entries should be informed as to all such requirements in the advance publicity.

*Awards.* Some type of recognition is usually given the winners. Unless standardized awards are used, it is the function of the committee to determine the types of awards and the number to be given and to purchase them for distribution at the close of the tournament, if desirable.

*Transportation.* In case the area where the tournament is to take place is not readily accessible by public conveyances, provision may need to be made for transporting players and officials to and from the tournament.

*Other Details.* Careful attention to all details in advance of the tournament plus efficient handling of the competition make for success. Throughout the tournament, one or more members of the committee should be on hand at all times to see that play proceeds without interruption and to handle any problems that may arise. Promptness in recording the results of each match, in announcing them, in posting them on the score board and in making them available to the press helps sustain interest in the progress of the tournament.

Contestants are usually allowed a brief warming-up period; also a specified number of minutes of grace in reporting. If a



contestant fails to appear within this time, the match is awarded to his opponent. It is customary to require contestants to report to the committee or to a specified official immediately after playing a match, at which time the winner is informed as to the time his next match is scheduled.

### *Tournament Regulations*

Tennis is a "major sport" in Los Angeles and annual tennis events sponsored by the recreation department include metropolitan, industrial, club, public parks and playgrounds and municipal tournaments. These are keenly contested and attract a large field. The following tournament regulations adopted by the Ranking and Player Classification Committee of the Municipal Tennis Association and enforced by the Recreation and Parks Department are comprehensive and illustrate the many items that require consideration in conducting a city-wide tournament. They contain valuable suggestions for any group responsible for the organization of a similar tournament.

1. Official rules of the game and tournament regulations of the U.S.L.T.A. shall govern except where Municipal Tennis Association tournament regulations and player classification rules conflict.
2. The President of this Association shall name the referee as well as the tournament committee. The referee shall name his substitute. If substitute referee is not named, the chairman of tournament committee is automatically referee for the day. Substitute referee has all the power and responsibilities of referee.
3. The player classification plan shall be used in all tournaments.
4. The tournament committee has complete charge of the tournament, except the draw, when the player classification and ranking committee shall classify the entrants and make the draw. This power includes making all purchases.
5. All purchases must have the approval of the Department before such purchases are made.
6. Technicalities arising out of play, not involving defaults, disqualifications, or eligibility, shall be decided upon by the referee. Defaults, disqualifications, eligibility must be passed upon by a majority of the tournament committee. In case of such questions arising on the courts, a majority vote of the tournament committee present shall hold good.
7. The draw shall be closed to all but tournament committee



player classification and ranking committee, and the officers of the Association.

8. Qualifying rounds may be held in the championship class when the entry totals 16 or more.

9. Entry fee must be paid before draw is made or responsible person must guarantee payment in writing.

10. Entry fee must not be refunded, provided the draw is made.

11. A number one ball, listed as approved in current U.S.L.T.A. Year Book, must be used, except in novice division of industrial tournament.

12. New balls shall be put in as decided by referee.

13. Matches must be scheduled, and played, to fit in with the program of the Department and of the Association.

14. No matches shall be played on other than designated municipal courts.

15. No player shall enter doubles with more than one partner per class event.

16. No entry in doubles will be accepted unless the names of both partners appear thereon.

17. Entrants must umpire at least one match for each day played, as called upon by the committee, excepting semi-finals and finals. Players must report to the committee directly after match. Failing to comply, player shall be disqualified. If player is no longer in tournament, player shall be barred from all future tournaments. Application for reinstatement shall be made in writing to the Board of Governors of the Municipal Tennis Association.

18. Umpire shall report to committee directly after each match.

19. Persons owing money past due to any member club or to the Association, shall not be eligible to compete in match play, whether tournament, team or challenge match play.

20. Members of tournament committee, except official referee, may enter one event free. In such cases entry fee shall be refunded, provided that committeeman has performed to satisfaction of chairman.

21. No entry shall be made to the tournament after the draw has officially been made.

22. No changes or additions to these regulations can be made without a two-thirds majority approving vote of those present and voting at a regular business meeting of the Board of Governors.

23. Tournament committee shall administer these regulations and its decision shall be final.



*Player Classification Rules**Championship Class*

1. Players holding any current national, sectional, district or municipal ranking.
2. Players of championship ability as determined by the committee.
3. Players holding membership in a private tennis club.

*Class "B"*

All other Players.

*General Rules*

1. Player classification rules apply to all tournaments sponsored by the Municipal Tennis Association.
2. No Class "B" player may be playing in more than 2 events at any time. Players desiring to play in 3 events simultaneously must play all these in Championship Class.
3. Where one member of a team is not eligible for Class "B" the team must play in Championship Class. In such cases the Class "B" player does not lose eligibility in Class "B."
4. Players or teams entering Class "B" in error will be automatically put in the draw for Championship Class.
5. Players entering Class "B" contrary to these rules and the spirit thereof shall be immediately disqualified upon recognition by the tournament committee and entry fee must not be refunded.
6. The player classification and ranking committee shall administer these rules at each draw and their decision shall be final.

*Playground Tournaments*

The rules governing tournaments on the playground are relatively simple in comparison with the regulations just quoted because some of the items that are important in city-wide events do not need to be considered in playground tournaments. Rules must cover such items as the time, place, facilities and classes of competition, arranging of the draw and provision for officials. In case city championships are to be determined, uniform rules governing the play must be adopted. Tournaments in a given sport are usually held on all the individual playgrounds the same week, and the city-wide tournament in the sport is held at the end of the week or during the week following. In large



cities competition among playground champions is conducted on a district basis, with district winners meeting for city-wide honors.

Playground tournaments are not confined to formal contests conducted as a part of the city-wide program. Children often plan tournaments on their own initiative, and directors sponsor informal events like a brother-and-sister or father-and-son tournament in a popular playground activity. Challenge tournaments, also widely used on playgrounds, help to sustain interest in an activity long after the elimination tournament has been concluded.

The city-wide tournaments in playground events held in Decatur, Illinois, during a recent summer season are typical. Tournaments at the local playgrounds were held early in the week; inter-playground and city-wide contests in these events were scheduled each Friday and were held at different playgrounds. The weekly tournament schedule follows:

<u>Week</u>	<u>Tournaments</u>
Second	Indian Ball — Boys
	Hopscotch — Girls
Third	Circle Ball — Boys and Girls
Fourth	Throw Around
	Bases — Boys
	Kickball — Girls
Fifth	Horseshoes — Boys
	Clock Golf — Girls
Sixth	Track and Field
	Meet * — Boys and Girls
Seventh	Deck Tennis — Boys and Girls
Eighth	Paddle Tennis — Boys and Girls
Ninth	Volley Ball — Boys and Girls

\* This event is not of the tournament type, although it was so listed in the schedule.



## CHAPTER VIII

### *Leagues* ~

The term "league" is commonly applied to an organization comprising teams or individuals, formed for the purpose of engaging in round robin competition in a sport. Play is conducted on a league basis in a great variety of sports. Most organized competition in team games like basketball, softball and ice hockey is carried on by teams enrolled in leagues. League play is equally applicable to beginners, old-timers and highly skilled players. Members of league teams generally outnumber those who regularly participate in sport under any other form of organization. Large numbers are not essential for league play, however, and in a small community a single league comprising only a few teams may accommodate all who wish to compete regularly in a single sport.

#### FACTORS IN LEAGUE OPERATION

Many factors need to be considered to assure a league's success. Basic procedure is the same regardless of the type of sport or size of the city; but detailed methods used for dealing with league problems vary widely. The policies, principles and methods of operation described on the following pages relate primarily to city-wide, adult leagues. Playground leagues are discussed later in the chapter. Suggestions for a city-wide basketball league and a playground softball league were offered in Chapter VI.



*Management*

The responsibility for the operation of a league is shared by (1) the recreation department and (2) the individuals comprising the teams, their managers and sponsors. The recreation department usually controls the facilities required for league play and furnishes the needed supervisory and clerical services. It is therefore in a position to prescribe the general policies and conditions under which the leagues may function. The player group likewise has a major concern for the success of the league and is entitled to share in its management. Therefore, team representatives usually participate actively in the drafting and adoption of detailed rules and regulations governing league activities, even though these are generally subject to recreation department approval. Because the sports supervisor or other representative of the department is invariably a member of the league managing group, he can help them avoid taking any action contrary to the policies of the department.

Local arrangements for the control of leagues vary, as the following examples from four cities indicate.

1. The recreation superintendent appoints an advisory board of eight members to assist him in drawing up rules, suggesting policies, setting up leagues and dealing with other league matters. Managers and players are at all times under the jurisdiction of this board.
2. An advisory board of five members is appointed by the Park Board to assist the recreation superintendent in handling the affairs of the basketball leagues.
3. The park department is the legislative body for sports and has full responsibility for the program, but the team managers in each sport serve as an advisory committee.
4. An executive committee for sports, consisting of the recreation superintendent, an assistant and three members-at-large appointed by the recreation department, has responsibility for ruling on all protests, approving changes in league constitutions and helping the executive with administrative problems on request. In this city, teams are represented by a board of governors who meet to discuss their problems under the chairmanship of a member of the executive committee.



The responsibility for league policies and operation in these four cities rest primarily in the recreation department or its executive, who appoints the managing body, rather than in the player groups. A more acceptable and democratic plan in fairly common use gives more authority to the team managers. It provides for a board of governors consisting of one representative from each team accepted into the league and the superintendent of recreation or the sports supervisor. Under this plan the superintendent of recreation often does not have the power to vote or the right to introduce a motion. The board usually has the power to:

Arrange all details in connection with the conducting of the games played under its jurisdiction.

Approve a schedule of games drawn up by the superintendent of recreation which is to be followed by all teams in the league.

Act on all postponed games.

Take such action as it deems necessary in the interest of the sport and the league in case a player or team indulges in acts unbecoming to gentlemen and sportsmen.

Refer any matter or problem to its Board of Arbitration for a final decision.

### *Formal Organization*

Formal adoption of a constitution and election of officers by league groups is common. Membership is restricted to teams that agree to be governed by the rules and regulations adopted for the league and that have been accepted in it. Each member team is entitled to one or two representatives on the advisory or governing body. In some cities only the sponsor or manager may represent a team; in others a representative unable to be present at a meeting may send a substitute who has the power to vote. Membership may be terminated by failure of a team to report for games or to complete its playing schedule or for violating the constitution or playing rules.

Meetings of league officers and team representatives are usually held monthly, at least during the playing season. For failure to be represented at a meeting, or for tardiness in reaching the meeting, a team may be penalized by a fine, the money to be taken from the forfeit fee.



Typical of provisions in league constitutions are the following articles from a form that has been adopted by most of the leagues in Roanoke, Virginia:

*"ARTICLE III Officers and Duties:*

*Organization*

A. *Executive Committee.* The Executive Committee shall be composed of the Director and Assistant Director of Recreation and three members at large appointed annually by the Recreation Department. This committee shall be responsible for ruling on all official protests, shall approve any changes in this Constitution and By-Laws, and when requested will assist the Executive Secretary with administrative problems of the League.

1. *Chairman.* A member of the Executive Committee shall preside at all meetings of the Board of Managers.

2. *Executive Secretary.* The Assistant Director of Recreation shall serve as the Executive Secretary of the League and shall be responsible for organizing the leagues, for arranging teams by leagues, for making schedules, for assigning the officials, and for supervising the activities of the league in accordance with this Constitution and By-Laws and the policies of the Department of Recreation.

B. *Board of Managers.* A Board of Managers shall be composed of representatives of the respective teams in each league. The Managers shall be responsible for the conduct of the teams, the handling of all details pertaining to the teams, and will see that the affairs of the league are carried out in accordance with the approved rules and regulations of the League."

*Eligibility*

Eligibility rules for league membership need to be adopted and enforced in order to assure fair competition and eliminate controversy. Some of these rules apply to all the leagues enrolled in the community sports program. Thus, play is usually restricted, to individuals living or working in the city or county and to amateurs. In some cities, and for some sports, only players who conform to the eligibility rules of the state or national organization controlling the sport are eligible to play on league teams. An individual is generally permitted to play on only one team in a particular sport during the same season, unless he receives a release from the team with which he first plays.



Other eligibility rules vary according to the type and classification of the league. Limitations as to age are common, and experience as a player on school, college or professional teams is an eligibility factor in some cities. Special restrictions governing play on teams representing industries, clubs and churches are often adopted. (For a further discussion of eligibility, see Chapter VI.)

Differences in amateur status are often taken into account in a classification of municipal baseball leagues for city-wide and intercity competition, where uniform rules governing eligibility are essential. A committee of recreation executives has recommended the following classes based on different eligibility rules, for municipal baseball leagues engaging in city-wide or intercity play:<sup>1</sup>

*Class A.* This class shall consist of leagues, the players of which receive no monetary remuneration or the promise of such in any form, for their services as players. A player who has ever played professional ball before or during the current season shall not be eligible to play on a Class A team, except that a player may be released by the local organization for a try-out with a professional club and may be reinstated by the league provided he is granted an unconditional release from the team with which he has a try-out and applies for reinstatement on or before June 1st of the current year in which he had his try-out.

*Class AA.* This class shall consist of those leagues, the players of which do not receive in any form whatsoever remuneration or the promise of such as players on the team they represent. All players must be bonafide employees for 30 days of the company they represent before being eligible to play. No player in this class shall have played or been under contract with a major or Class AA Club, after June 1st, of the previous year, nor shall have played with a Class A, B, C, or D Club operating under the National Agreement of Professional Leagues, after June 1st of the current year.

*Class AAA.* This class shall consist of those leagues, the players of which do not receive in any form whatsoever remuneration or the promise of such as ball players on the team they represent. No player in this class shall have played or been under contract with a major or Class AA Club after June 1st of the previous year, nor shall have played with a Class A, B, C, or D Club operating under the National Agreement of Professional Leagues, after June 1st of the current year.

<sup>1</sup> Reported in *The Playground*, November, 1925, p. 434.



"It is our belief," states the report, "that semi-professional athletics should not be encouraged or promoted, but ex-professional men should be allowed to compete without compensation in any form for their services."

### *Team Classification*

In a city where a large number of teams varying widely in age and playing ability desire to enter league competition, classification of the teams into leagues is an important procedure. If the program has been functioning for a time, the sports supervisor and the league officers know most of the teams, their managers and playing records. They can readily suggest changes in the composition of the various leagues in cases where member teams have been playing out of their class. In starting a league, where the ability of the teams is in doubt, it is common practice to have the teams play one round, after which they are grouped in leagues on the basis of their showing. The league management has the right to place a team in a higher or lower bracket during the season, if such action is clearly to the advantage of the leagues and the sport. Grouping teams of similar ability in the same league tends to keep competition keen and close.

League classifications vary widely, primarily according to the size of city and type of sport. The baseball division of the sports organization in one city has the following types of leagues: open, industrial, church, twilight, intermediate and junior. Basketball leagues in a small industrial city compete in city, industrial, intermediate, junior and midget leagues. The many classes used in softball and junior baseball in Waukegan, Illinois, are listed on pages 223, 224.

### *Registration*

Only individuals who have been approved by the league authority are permitted to engage in league competition. Some cities require each player to register individually with the recreation department, to submit verification as to date of birth, and to pay a nominal registration fee—usually from 25¢ to \$1.00. Player registration cards are issued and league play is restricted to persons whose cards are on file in the department office.



Before competition starts each team manager is usually required to submit a roster or players' list, giving the name and address of each player who has signed a contract with his team or, in case a contract form is not used, who desires to play with it. The league rules specify the number of players whose names can be carried on the roster and who after approval become eligible to play on the team. In baseball or softball the number generally varies from fifteen to eighteen; in basketball, from eight to twelve. A non-playing manager is not counted as a player. The roster must be signed by each individual whose name appears on it, and it therefore can be used for checking signatures in case a player's identity is questioned.

No person whose name and signature are not on its approved roster can represent a team in a league game unless a rule authorizing substitutes is in effect. (Few cities have such a rule, which is likely to apply only to neighborhood leagues.) If an individual registers or plays under an assumed name or an alias, unless his own name is also listed, he is declared ineligible, is barred from play, and games in which he has played are forfeited.

### *Contracts and Releases*

In order to assure continuity of play by teams and individuals and adherence to league regulations, team and individual contract forms are in common use. In signing an individual form the player agrees to play as a member of a certain team and to abide by the rules laid down by the team manager and league officials. Team contract forms are filled out by the team manager, although the signatures of the individual players are sometimes required. Both team and individual contract forms, where used, are released to team managers two or three weeks before the league season opens and are returnable to the designated official at least one week before competition starts. A player may sign a contract with only one team during a current season, but provisions are made for a transfer, where desirable. Typical contract forms are reproduced in Chapter XII.

To transfer from one team to another during the season in a sport, a player must secure a release in writing from his team



manager and submit it for approval to the league director, after which the new contract may be accepted. Although a player is bound by his contract to play with the team for the entire season, managers are encouraged to release players who desire to transfer to another team between halves, rather than hold them against their wishes. Players usually have the right to appeal to the governing board for a transfer, in case the manager has refused to grant one, and the board's decision is final. A player should be allowed to make only one transfer during a season; he should not be permitted to rejoin a team with which he has actually played during the season and from which he was transferred to another team, with which he has also played. Any player, therefore, who has been denied an opportunity to take part in three consecutive games is entitled to a release, in many cities.

A player receiving a transfer is generally required to stay out of one or more games before he can play with the team to which he has been transferred. This rule does not apply if the player has not taken part in a game during the current season. A time or date is usually set after which no transfers are permitted; the chief object of this rule is to prevent a team that is in the running for the league championship from recruiting the best players of a team that obviously has no chance of winning it. Rules therefore commonly forbid transfers after the first round of play, during the last three or four weeks of play or after a specified date. Rules governing eligibility for participation in championships or play-offs commonly provide that a player must have played in at least three games during the season with the team he is representing.

Players may be dropped at any time for unsportsmanlike conduct, failure to abide by decisions of officials or inexcusable failure to appear for scheduled games. Some cities have a rule that a man suspended from a game by an official cannot play in the next two games, and that if suspended for a second time for any unsportsmanlike conduct or any violations of the rules, he is dropped from the league. A team found guilty of playing a member under suspension forfeits all games in which he participated after being suspended.



*Schedules*

Before play begins the management must work out a schedule for each league, taking into account desirable starting and closing dates, the number of rounds to be played, the fields or courts available, and the possibility of arranging an inter-league post-season series to determine the city championships. As a rule, two games a week are scheduled for basketball teams; one game weekly, for football, softball or baseball teams. A schedule providing two or three rounds of play is generally advisable. In arranging a schedule for a twilight softball league of eight teams, for example, unless fields are lighted for night play, only one game can be played on a diamond each evening. If only one diamond is available, this means that four evenings are needed for one game per team; consequently, a game is usually scheduled for Monday, Tuesday, Wednesday and Thursday evening, leaving Friday free for rained out or postponed games. Since seven series of games are required to complete one round of play, it will require seven weeks to complete a schedule in which each team plays every other one. On the other hand, if two diamonds are available or if one diamond is lighted so two games can be played each night, the round can be completed with games scheduled only two nights per week, or if teams play twice weekly, they can play twice around in seven weeks.

Length of time required for a game must be taken into account in order to assure maximum use of the available facilities. Shortage of diamonds often makes it necessary to schedule two games during an afternoon. Time must be allowed for teams to practice and warm up before a game. One hour may be allowed for this purpose; twenty minutes to each team for batting practice and ten minutes each for infield practice. In a basketball league, two or three games can be scheduled for an evening; several badminton matches can be played on a court during an afternoon.

The grouping of individuals or teams affects the number of games that must be played in order to determine the champion. For example, if 48 teams that desire to play softball are grouped into six leagues of eight entries each, 28 games in each league or



a total of 168 games must be played to determine the league winners. (See page 187 for formula.) A single-elimination tournament to select the champion from the six-league winners will require five matches, or one less than the number of entries. Therefore, a total of 168 plus 5 or 173 games must be played in order to complete one round of play and select the champion.

If there is not sufficient time for playing this number of games, due to lack of facilities or periods free for play, a different grouping of teams may be necessary. By forming eight leagues of six teams each, the number of games will be appreciably reduced. Thus fifteen games for each league are required or a total of 120 games to determine the league winners. Single-elimination matches will number seven. The championship can therefore be determined in a total of 127 games when teams are grouped in six-team leagues, as compared with a total of 173 games when eight-team leagues participate. For this reason, six-team leagues are often preferred, although in bowling a much larger number of teams often competes in round-robin tournaments.

Where several fields or courts are used, schedules should be arranged so that, if possible, all entries have a chance to play the same number of times on each area. It is also desirable that each team be scheduled to play an equal number of times on the same day of the week or at the same hour. In this way no team can attribute its poor showing to the field, day or hour assigned to it. Where the teams are not directly represented on the managing group, it is customary to consult the team managers with reference to the schedule before finally adopting it. The teams' preference in such matters as time and grounds should be given consideration, whenever possible.

When a schedule has been officially adopted and approved, a copy should be given to each team manager and preferably to each player enrolled in the league. The schedule should indicate the time, place and competing teams for each game; it is the official notice to each manager that his team is to report at the times and places indicated.

Postponement of games is generally allowed only in case of bad weather or the death of a player or of a member of his family. Games postponed because of the condition of the field



are scheduled for a later date on the same field by mutual agreement of the managers, and the office is notified accordingly; otherwise the office re-schedules the game. Teams cannot agree to postpone a game without league approval; otherwise both teams are charged with a forfeit. Postponement may be requested for good cause, but is considered only if the request is submitted to the office a specified time in advance, usually three days. Teams with postponed games to play at the end of the schedule may not be required to play them if the outcome would not affect the league championships.

Recreation authorities in some cities have been criticized because they have permitted their playing schedules to be unduly influenced by the schedules of national tournaments. League seasons have sometimes been curtailed in order that champions might be selected in time to participate in the national competition. The committee of recreation executives referred to on page 204 expressed its belief that intercity tournaments were too expensive for the good they do to the few players of the championship teams and that it was more essential to develop a large number of leagues and teams within the individual city than to spend a large sum of money to encourage a few star players on any one championship team. Although interest in intercity and national competition has grown since the committee's report was unanimously adopted at a national meeting of recreation executives in 1925, it is still the general belief that league schedules should be arranged for the benefit of all teams and not for the special advantage of one or two top teams.

### *Forfeitures*

League rules commonly specify the conditions under which a game must be forfeited by a team. The chief causes of forfeiture are:

Failure of the team to report for play with a specified number of players at the time and place set for playing a regularly scheduled or rescheduled game. (A grace period, varying from ten to thirty minutes, is usually allowed for a team to appear. A team is sometimes permitted to go on the field with one or two players missing; in a few neighborhood leagues it may pick up two or three players,



not including a pitcher, with the written approval of the opposing manager, and this approval must be sent to the office with the score sheet.)

Refusal to complete a game after it has started, when ordered to do so by the official in charge

Playing an individual under an assumed name, using an ineligible player or violating the transfer rules

Failure to complete its schedule within a reasonable time

Causing an official to suspend or call a game because of unsportsmanlike conduct, stalling or other objectionable actions

A fine equal to one-half the forfeit fee deposited by each team is commonly imposed on a team charged with a forfeit. For the second offense, the team may be dropped from the league and its entire fee forfeited. A team can usually be reinstated by payment of another forfeit fee.

### *Protests*

In case a dispute arises between a team manager and an official during a game, a protest can be filed by the manager. A protest is valid only if the game is protested to the chief official and opposing manager at the time of the dispute and is finished under protest. Misinterpretation of the rules and the use of ineligible players are the only grounds for filing a protest. If two opposing captains or managers in the presence of the official come to a gentlemen's agreement that in any way conflicts with the league rules, no protest over any play or decision in such game will be accepted, according to the rules in some cities. The use of ineligible players is the only exception.

All protests must be submitted in writing to the athletic office by the manager of the protesting team, and must clearly state the reason for the protest. League rules should specify the time allowed for filing the protest; this usually varies from twenty-four to forty-eight hours, and no protest can be considered if filed after this period has expired. The protest must be accompanied by a specified fee, commonly ranging from one dollar to five dollars. This is returned to the team if the protest is sustained; otherwise it is retained by the league or department.

Competent officials and cooperation on the part of players and managers largely eliminate the need for protests. In Union



County, New Jersey, for example, in a recent year, 90 basketball games were played without a protest in the industrial league promoted by the Park Commission, and only one protest was made in 340 league games in baseball. A comparable situation is reported from a number of cities.

*Arbitration Board.* Experience has proved the value of an impartial unpaid board of arbitration to which are submitted protests and other controversies arising in connection with league operation. The number of members and method of appointment vary. They are often appointed by the board of governors of the league, the recreation board or its superintendent or supervisor of sports. Members of the arbitration board should have the full confidence of all players; persons of unquestioned integrity who are not connected with any team in the league should therefore be selected. A three-man committee is common, although in one city the executive committee for softball selects an individual who is unrelated to any team to act as arbitrator. Some protest committees serve all sports, but more frequently a board or committee is appointed for a single sport. The handling of protests by committees composed of managers and umpires has generally not proved satisfactory. The assignment of this responsibility to the recreation department representative is not considered advisable, although it is done in a few cities. The recreation superintendent or sports supervisor sometimes serves as an ex-officio member of the arbitration board.

All decisions are rendered by the board of arbitration in writing; they are final and not subject to appeal. In making their decisions, the board is governed by the rules and regulations adopted by the league. The board in reaching its decisions may request the attendance at its meetings of officials and representatives from teams involved in the protest, who are expected to furnish all pertinent data.

### *Equipment*

Bats, balls, masks and other equipment are supplied for children's teams, but adults and young people are usually expected



to furnish their own. Balls are sometimes provided out of league entry funds. Rules specifying the types or makes of equipment that are acceptable for league use are desirable. The rule that each manager shall furnish the umpire with a new ball for each baseball or softball game is common. The "home" team is expected to furnish the first ball, the visiting team a second ball, if needed, the home team a third ball, and so on. In so-called "ball adoption" leagues, which some executives do not approve, only one make of ball can be used in scheduled games. (In such leagues, the company whose ball is adopted agrees to furnish trophies for the winning teams and individual medals for members of teams winning championships.) A mask and protector are often purchased for the catcher from league or team funds. Basketballs, volley balls, nets and similar equipment are usually furnished by the recreation department for teams using its facilities or for games, but teams commonly purchase balls for their exclusive use. The team manager is responsible for turning in at the end of the season all equipment that has been loaned or assigned to his team, and that belongs to the league, department or sponsor.

### *Playing Rules*

In case playing rules for a game have been officially adopted by a national organization, these rules are generally approved as governing the play of the local leagues. Variations to meet local conditions are sometimes adopted; also special rules covering such points as smoking on the playing field or court, the use of uniforms, length of practice and game periods. In some leagues complete uniforms are required; in others, uniform jerseys must be worn during a game by all members of each team.

Ground rules should be agreed upon before the game by the two managers in the presence of the umpire. Rules governing the conditions under which a game is to be terminated are often necessary, since successive games are commonly scheduled at an area. For example, in cases where baseball games are scheduled at the same diamond at 1:00 P.M. and 3:00 P.M., a rule may provide that no new inning in the first game will be permitted to start after 3:00 P.M. unless the score is tied, in



which case one more complete inning may be played. Since in much league play there are no "home grounds," the "ins and outs" are determined before each game by the umpire's tossing of a coin; in other cities the team listed on the right side of the schedule is considered the "home" team.

### *Reports and Records*

Every person playing in a league is interested in the standing of the teams and in the performance of himself, his teammates and players on other teams. For the official record and as a means of sustaining public and player interest, the keeping and publication of up-to-date, accurate individual and team records is of primary importance. The recreation department usually assigns a worker for this purpose, but the cooperation of team managers and officials is essential. Rules are therefore adopted governing the reporting of game results to the department office. Responsibility for doing this varies; in some cities the manager of the winning team must submit an official score and report of the game to designated local papers and to the department office within a specified time, usually the same day or within a certain number of hours. In other cases the chief scorer must submit his report to the umpire, referee or chief official at the end of the game, and the latter must transmit it to the department office. Official report cards are provided in some cities, which the chief official must submit at the close of the game and which each player entering the game must sign before he engages in play. In the case of bowling leagues using commercial alleys, the alley manager may be required to deliver the score sheets to the department office on the morning after games are played. Players in golf and similar leagues are expected to turn in their own scores.

Reports are used to determine league standings, batting and fielding averages, individual scores and other records. They furnish the information needed to prepare news releases and the annual report, to determine championships and to assign awards. Team contracts, registration records, team rosters, transfers, and other similar records must be kept on file where they can be inspected in case of questions as to the eligibility of a



player. Chapter XII contains several typical forms used in league operation.

### *Finances*

Chief costs of league operation are the purchase of equipment, uniforms and supplies, payment of officials, record-keeping expense, printing of forms, purchase of trophies and registration or affiliation fees paid to sports governing bodies. Policies and practices with respect to methods of financing league operation vary widely in different cities. Recreation departments, in addition to furnishing the areas for play and the executive leadership, commonly assume the cost of printing record forms, keeping league records and providing the necessary secretarial service. Increasingly, they assume part of the other league expenses except for uniforms and individual equipment, for which the team or its sponsor is wholly responsible.

*Sources of Income.* Funds used to meet the expense of operating athletic leagues come from various sources, but the costs of furnishing leadership and of maintaining the facilities are met in most cities through appropriations to the recreation department. Recreation budgets also include items such as game supplies and equipment used in leagues organized at the playgrounds and centers. Many recreation departments have adopted a general policy that children's leagues should be financed entirely from tax funds, that junior leagues should be partially supported, but that adult leagues should pay their own way, as far as direct costs of operation are concerned. Other departments operate on the basis that all league activities, like other parts of the recreation program, should properly be financed—at least in part—from appropriated funds. Although few cities try to make their leagues self-supporting, tax funds are usually not sufficient and need to be supplemented from the following sources.

**Entry Fees.** Entry fees are commonly required of teams enrolling in city leagues, and they must be paid when the application is filed. The amount of the entry fee is fixed by the



department or league board and it varies with the sport and the league classification. The fee usually bears some relation to the cost of conducting the league and the ability of the group to finance it. Highest fees are charged for baseball; they often amount to \$25 or \$30 per team enrolled in a major or class A league, and in some cities they are still higher. Fees for softball are sometimes the same as for baseball, but ordinarily they are less. The entry fees are essentially franchise fees and they are used to help defray league costs; one reason baseball and softball fees in top leagues are high is that these teams demand more and abler officials than the poorer leagues and are willing to pay for them. Entry fees are seldom redeemable in case a team withdraws from the league; one city retains half the fee in such cases. Teams from outside the city, if allowed to enter, may justifiably be charged a higher fee. In one city where all trophies are purchased by the recreation department, the amount of the entry fee varies, depending on whether a team trophy, individual trophies, or both are desired by the league. The balance in the league treasury at the end of the season is divided evenly among the teams in some cities.

**Forfeit Fees.** A forfeit fee is commonly charged each league team, in addition to its franchise fee, although in some cities a single entry fee includes both items and a certain amount is designated to cover forfeits. The forfeit fee is essentially a deposit, designed to assure the team's completion of the league schedule, and it is usually returned at the end of the season to teams that have completed the schedule and abided by the rules. The amount of the forfeit fee is usually less than that of the franchise fee. In case a game is forfeited, the offending team is charged an amount, as previously indicated, that is usually one-half of the amount originally deposited.

**Fines.** Fines are a supplementary means of income in some cities. Teams may be fined for failing to appear for a scheduled game, to report the results of a game to the department office or local papers within a specified time or to send a representative to the board meeting. Fines may also be levied for using an ineligible player and for other infractions that cause a game



to be forfeited. A system of fines is likely to be more acceptable to the players if it is proposed and agreed upon by a representative group than if it is arbitrarily established by the recreation department.

Others. Collections taken at games and admission fees, especially at lighted fields and at games played by teams in the top leagues, provide considerable income in some cities. Benefit games at which admission is charged are arranged in other cities, and each team is given an equal number of tickets. Proceeds from the sale of these tickets is retained in whole or in part by the respective teams. Much of the discussion of methods of financing sports, in Chapter IV, is applicable to leagues.

*Methods of Handling Funds.* In most cities league fees are paid directly to the recreation department, which makes disbursements for league expenses in the same manner as for other budget items. Where a special association or federation is created to conduct leagues and other municipal sports, it usually collects the fees and a treasurer is appointed to handle the organization's funds. This person may be a member of the recreation department staff. Where the program involves several leagues, as is usually the case, separate accounts are kept for the receipts and expenditures of each league. The usual safeguards are taken to assure only authorized expenditures and provision is made for an annual audit of the treasurer's books. As noted in Chapter III, one of the reasons for establishing sports associations is to avoid the restrictive controls that often apply to recreation departments in the handling of sports funds.

### *Team Sponsorship*

The practice by teams of securing the financial backing of commercial sponsors has become widespread. The sponsor usually purchases the team's uniforms and equipment and meets other expenses, in return for which his name is adopted by the team and appears on its uniforms. Undesirable practices have developed in some cities, and the plan, especially when applied to junior teams, is not approved by all authorities. One



difficulty arises from the fact that the uniforms and equipment are the property of the sponsor, who is free to shift his support to another team in case he becomes dissatisfied with his team's showing. The financial advantage of the plan is retained in one city where the recreation department helps secure sponsors for junior teams but these are not permitted to use the name of their sponsor. The recreation authorities ordinarily have no part in the arrangements made between the sponsor and the team; the amount of the sponsor's investment and his understanding with the team are matters for agreement between him and the team.

"Some Do's and Don'ts for a Sponsor,"<sup>2</sup> issued by the Bureau of Parks and Public Recreation in Portland, Oregon, will be found helpful in any city where a plan of team sponsorship is proposed or in effect.

DO make sure that you have a good, reliable manager; one who will protect your interest and make your investment worthwhile.

DO know something of the program in which your team is intending to participate.

DO take an occasional interest in the team's activities by going to some of their games.

DO insist that the players conduct themselves during the game in such a manner as to bring credit to your concern. Even though winning, a team displaying poor sportsmanship or unnecessary crabbing on the ball field or gym floor creates a negative attitude that often reflects on the sponsor's business.

DON'T interfere with the manager and his duties if you want harmony on the team. If you are dissatisfied with the manager, get a new one.

DON'T make "the winning of championship" a condition under which you will guarantee to sponsor a team. Every manager naturally wants a winner and will try to have one. Don't make his job harder by placing him under the pressure of winning at all costs. DON'T enter into any agreement with the players for a remuneration for their services. Sports under this setup is strictly for fun and pleasure derived thereof. Once a player knows he can be paid for his services, he will eventually play for the highest bidder. The players will soon have each sponsor bidding against the other. Paying outstanding ball players does not always guarantee the winning of a championship.

<sup>2</sup>From *The Sponsorship of Sports for Recreation*, pp. 2-3. Undated.



Comments on the sponsorship of playground teams by commercial concerns will be found in Chapter IV.

### *Officials*

Efficient and impartial officiating at its games is one of the most-essential requirements for a successful league. Where incompetent officials are used, spectators lose interest, players become dissatisfied, and protests are numerous; capable officials, on the other hand, afford little opportunity for the arbitration board to function. The selection, training, assignment and supervision of officials are therefore procedures of primary importance, and recreation departments are giving them increased attention. The specific methods by which they handle the problem of officials differ widely, depending upon a variety of factors.

The limited financial resources of many departments make it impossible for them to furnish umpires, referees, scorers and other officials for all league games, especially in view of the rapid expansion of the sports program. To the extent that funds are available, however, it is desirable that officials be assigned and paid by the department or from league funds. Basic policies and practical considerations usually determine local procedures. Some departments believe that since the top ranking leagues pay the highest entry fees and attract the largest number of spectators, they are thereby entitled to have more and abler officials assigned to their games than are the poorer teams. Others contend that the junior teams are equally deserving of the best officials and therefore give them the same consideration in assigning officials as they do to the major teams. In cases where teams are permitted to take up a collection, they pay the officials; where the department charges admission, as it does in a few cities, it usually provides them. It is common for the recreation department to furnish one umpire for ball games, with the understanding that if the teams wish to employ a second one they are free to do so. In cases where each team provides an umpire, as is often done, especially in twilight leagues, the "home team" umpire is usually in charge, although the umpires may alternate behind the plate and on the bases, in baseball and softball games. In case an official assigned to cover the game fails to appear, the managers may select one.



The official scorer is ordinarily provided by the "home" team, unless a scorer is assigned to the game by the league or department; often each team is required to furnish one. In such cases the scorers sit together and confirm each other's records. Minor officials, such as linesmen in football or soccer, are usually furnished by the competing teams. The selection, training, functions and qualifications of officials are considered in some detail in Chapter X.

### *The Manager*

Although the last of the league factors to be considered, the team manager is by no means the least important. On the contrary, the manager is the key to satisfactory team relationships, and the success of a league is dependent in large measure upon the calibre of the team managers. A desire to hold the spotlight characterizes many managers, who get great satisfaction from the prestige, publicity and attention which their position brings them. Other managers are individuals who love the game but for some reason are unable to take part actively in it; some are former players who by serving as managers are able to continue their contact with the game. League officials need to define clearly the duties and responsibilities of the team managers and to make sure they are fully understood and faithfully performed. Chapter X gives the qualifications and duties of a manager.

### CITY-WIDE LEAGUE REGULATIONS

It is impossible to draw up a set of rules that will be applicable in all cities, even for a particular form of sport, because local conditions necessitate different procedures. Any community that is planning to adopt rules for its sports leagues, however, will be helped by a study of regulations that have worked successfully elsewhere. Examples of such regulations are presented here, not as forms to be copied, but as suggestions for the formulation of comparable rules.

### *Municipal Basketball*

The rules and regulations adopted by the Recreation Department in Canton, Ohio, for its city basketball leagues cover ade-



quately many of the items for which definite procedures need to be worked out. These typical rules which follow are simple, precise and clear. Regulations relating to such factors as eligibility, player classification, officials, entry fees and championships are conspicuous by their absence. The department has undoubtedly adopted rules governing them, for they are essential. The suggestion that all players have a physical examination is sound but might be more effective if compliance were compulsory. The rules restricting participation by members of high school and college varsity squads illustrate a policy favored by many sports leaders. Representation of the teams on the board of control assures democratic operation of the leagues in Canton.

# BASKETBALL RULES & REGULATIONS OF CITY CLASS \_\_\_\_ LEAGUE 194\_\_\_\_.

Under the Supervision of the Canton Recreation Department.  
Room 7, Safety Bldg. Phone 3-5611

1. This league shall be known as the Canton City Class \_\_\_\_ Basketball League.
  2. There shall be an executive board of control composed of one representative from each team, and the Athletic Director of the Recreation Board, who shall act as chairman. • •
  3. All teams and participants in this league must conform to and abide by all rules and regulations of the Canton Recreation Board governing participation in leagues organized and supervised under its jurisdiction.
  4. All league games shall be played under the official basketball rules of the current year as adopted by the Basketball Committee of the United States and Canada. Exception: Tie games — three-minute overtime periods will be played until tie is broken.
  5. All league games shall consist of eight (8) minute quarters, one minute intermission between quarters and five (5) minutes between halves. •
  6. Each team will be allowed a roster of not more than \_\_\_\_ players.\*
  7. All players are requested to have a physical examination and be pronounced physically fit to participate in competitive sports and games.
  8. All teams are requested to carry their own first aid kits.
  9. Any player connected with this league is permitted to play in
- \*The player list varies in different leagues, due to variable employment conditions and other factors.



only one classified league during the season.

10. Every player's contract card must be signed and filed in the Recreation Office (Room 7, Safety Bldg.) at least five (5) days before player is eligible to compete. (Date signed and date competed inclusive.) A player being released by one team shall not be eligible to compete with another team in the league for one succeeding league game after signing new contract. Exception: Sign up cards may be turned in at opening night of league.

11. There shall be no signing of contract cards after the first round of league play. (Exception—two-thirds vote of executive board.)

12. Authority must be given to one person only (preferably the manager or coach) to sign release cards.

13. Any player expelled from any league game for any reason other than five personal fouls shall automatically be placed on probation. Second offense shall result in a suspension for the remainder of the season. Any player engaging in physical combat with a referee during the league night will automatically be suspended for the remainder of the season.

14. All protests must be made at the time play in question is committed, otherwise protest will not be considered. The coach or captain must notify the referee immediately. The referee in turn must notify the opposing team that the game is being resumed under protest. The game must be resumed. A written statement by the team protesting must then be sent to the Recreation Office within 48 hours accompanied with a five (\$5.00) dollar fee. If the protest is won, fee will be returned; if lost, the fee will be added to the league trophy fund. Protests on ineligible players must be made within 48 hours after player competes. Protests on an official's judgment will not be considered. (All protests will be decided by a neutral committee of three appointed by the Recreation Director.)

15. All games start as scheduled. There will be no postponing of league games. Failure to have five men on the floor at end of grace period (15 minutes) shall result in forfeiture of that game.

16. A player on any varsity high school squad who has not been released by the coach in charge shall not be permitted to play in this league even though the high school season has ended — same will hold for college players.

### *Softball and Junior Baseball*

The Waukegan, Illinois, Playground and Recreation Board, which conducts a comprehensive league program, has adopted a comprehensive set of rules governing play in its softball and



junior baseball leagues. They are unusually detailed and cover practically every field of league operation. Unlike the Canton rules, previously quoted, they specify the various league classifications, include precise regulations relating to the starting, finishing and postponing of games and describe the method of determining championships. Difficulties experienced by the Waukegan authorities in the application of a previous more liberal rule relating to postponements caused them to adopt the specific regulations governing them that are quoted below. A detailed and comprehensive set of rules such as adopted in Waukegan gives teams a clear statement of the procedure to be followed and eliminates many complaints and misunderstandings. Control of the leagues in Waukegan obviously rests in the Recreation Department, through the league director, although the rules contain one reference to a board. The rules follow:

### *I. Registration*

A. Every player in any of the leagues must be registered in the playground and recreation office at least 48 hours before becoming eligible to play.

B. A player is considered a member of the team with which he has signed, regardless of whether or not he has played. No man shall be considered a member of a team unless he has personally signed the official blank.

### *II. Eligibility*

A. Only teams sponsored by Waukegan firms or individuals, or Waukegan-North Chicago industries will be admitted to city league. Team members, except in industrial leagues, must be residents of Waukegan or North Chicago. In the industrial league a player must be employed by the industry he represents.

B. An eligible player may play with one city league team and one industrial league team. Exception to this rule is made in the 16" slow pitch league in which no member of a softball or baseball team in any league or organized program may compete. This rule applies to independent as well as league teams.

C. The director of the league shall be the sole judge of the eligibility of players and there can be no appeal from his decision.

### *III. Classification*

A. City "A" league. 12" ball. Open age.

B. City "B" league. 12" ball. Open age. Slower than Class "A".

C. City "C" league. 12" ball. Age 17 or under on opening day



of the first Class "C" game.

D. Slow pitch league. 16" ball. Age 21 or over.

E. Industrial league. 12" ball.

F. Church league. 12" ball.

G. Girls' and women's league. 12" ball. Ages established according to entries.

H. Junior league baseball. Age 17 and under on opening day of season.

I. Cadet league baseball. Age 15 and under on opening day of play.

#### IV. *Fees*

A. Class A, \$25.00; Class B, \$10.00; Class C, \$5.00; Industrial, \$30.00; Slow Pitch, \$15.00; Junior Baseball, \$5.00; Girls, \$5.00; Cadet Baseball, no entry; Playground leagues, no entry.

#### V. *Playing Regulations*

A. All games will be played in accordance with "OFFICIAL RULES OF SOFTBALL" as published by Joint Rules Committee with exception of any changes specifically stated in these rules.

B. There shall be a definite starting time established by the league director. Any team that is not ready to play within ten minutes of the time scheduled shall have the game forfeited to the offended team by the umpire. One forfeiture in any league schedule will automatically disfranchise a team and a re-entry fee of two dollars must be deposited with the recreation board at least twenty-four hours prior to the team's next scheduled game. Any team failing to reinstate in time for the next scheduled game will be dropped from the league. Failure of the recreation board to give proper notice of schedule will be the only reason for waiving this rule.

C. In the event that regular league umpires do not appear, the two managers have the privilege of agreeing upon officials selected at random; these selected umpires shall be considered official and result of the game will stand as played. In the event that an umpire agreeable to both managers cannot be secured, the game shall be declared postponed. In the event the chosen umpire for some reason refuses to complete the game, and no agreeable substitute is found, the game is declared postponed unless five complete or  $4\frac{1}{2}$  innings by losing side have been played in which case the game shall stand. All teams are asked to notify the recreation office in the event there is no official umpire.

D. All "ins" and "outs" shall be decided by the toss of a coin.



E. All 12" leagues will play regulation seven inning games except where regular softball rules apply in case of game being called in case of darkness, rain, or from other causes. 16" games shall be nine innings.

F. The league director shall arrange all schedules and assign all umpires.

G. Each manager shall provide one playable ball for use in the game. In Class A nightball league the balls must be official night balls or specified night or day balls.

H. Official league games will be played on diamonds under the jurisdiction of the league director.

I. Games postponed because of rain and wet fields will be played at the discretion of the league director after the regular half is completed and as far as possible in order of postponement, although the board reserves the right to play games in order best adapted to completion of the schedule.

J. A player found guilty of misstating necessary information on his registration sheet will be barred from play for the remainder of the current season.

K. At no time may the roster of any team contain the names of more than eighteen eligible players. (Unlimited in slow pitch.)

L. A team using an ineligible player will forfeit all games in which such player participated. There shall be no limitation of time on eligibility.

M. Teams below "A" league having less than eight men at the expiration of grace period shall forfeit the game. Class A teams must have nine men or the game will be declared a forfeit.

N. No games will be scheduled on Memorial Day or Fourth of July.

O. Unsportsmanlike conduct will not be tolerated, and any player continuing such a procedure after due warning, shall be dropped from the league.

P. Profane or obscene language will not be permitted. Umpires are required to remove players from the game for this reason and may, at their discretion, order suspension of players from the league.

Q. Any player who strikes, threatens to strike, or in any other way lays hands on, or threatens the person of an umpire, shall be suspended from participation in all leagues or activities conducted by the Playground and Recreation Board for a period of not less than one year. Longer periods may be imposed by the recreation director for flagrant cases. In addition, if evidence



indicates that the team manager and members did not attempt to prevent the infraction of rules, the recreation board shall reserve the right to invoke equal penalty on all members.

R. Each team shall furnish one scorer and the scorer of the team having outs shall be the official scorer. The winning team is required to report the results of the game to the Waukegan News-Sun.

#### *VI. Protests*

A. All protests must be made in writing within 48 hours after the time of the game. Protests shall be submitted to the league director and will be referred to the protest board which shall make the final decision. No protest will be considered involving the umpire's judgment of balls, strikes and outs. Where misinterpretation or ignorance of the rules may have caused the loss of the game, a protest will be considered. The umpire and manager of the opposing team must be notified immediately after the play if a protest on a play or decision is going to be made. Protests will not be considered unless this is done. All protests must be accompanied by a two dollar fee which will be returned if the protest is upheld. If not allowed, the money will go into the softball fund.

#### *VII. Transfers—Releases—New Players*

A. A player will not be considered released until official notice has been received by the recreation office.

B. In transferring from one team to another, a player's release and new player slip must be on file at the recreation office at least 48 hours prior to the first game in which he plays.

C. No player will be permitted to transfer to a team higher in standing than the team he is leaving after July 15th.

D. All registrations cease on one-half mark of second half or at end of second leg of three rounds and no new players may be signed after that date.

E. A player whom a manager refuses to release upon request is entitled to automatic release at the expiration of fifteen days following the time he notified the Playground and Recreation Board office of his request for automatic release. A player automatically released shall not be permitted to sign with any team after the transfer date and from the time his release is effective, must wait an additional fifteen days before signing with a team in a lower league or with a team higher in standing in his own league.



F. All new players' entries, releases, transfers, and other matters pertaining to team rosters may be mailed, telephoned, or brought to the recreation office. Within 48 hours after such information reaches the office, confirmation by card will be sent to the manager. If such a card is not received by the manager in the stipulated time for eligible players, it shall be the responsibility of the manager to check with the recreation office to make sure the man is eligible. In order to be eligible, a man's name must be on the roster sheet on file in the recreation office, and with the confirmation system, the office accepts no responsibility for error in the event that a man's name does not appear.

### VIII. *Championships*

A. The regular season shall be divided into halves or thirds and a champion of each half or third shall be declared. Half or third division points will be at the discretion of the recreation office and will be announced not later than June 15. The halves may be any number of rounds of play and one half may be either longer or shorter than the other in the event that postponements or unusual conditions cause unforeseen delay in finishing the schedule. Half champions will play at least two out of three series. In the event that each team plays the other three times during the season, three "leg" winners will be declared. Where their opponents only once for championship. All championship three different teams win a "leg," championship games will be established by lot, two teams playing and the winner playing the team drawing the bye. In the event that one team wins two "legs," the team with one "leg" must defeat their opponents twice to win championship. The team with two "legs" will have to defeat games must go the full seven innings.

### IX. *Postponements*

A. No postponements will be granted by the recreation office for any reason except rain, wet grounds, official A.S.A. championship tournament games, or failure to agree upon a legal umpire in case the official assigned does not appear. In the event that a team does not appear for a regularly scheduled game, under the impression that grounds are too wet, and the umpire declares the game could be played, the game will be awarded to the team appearing. If neither team appears and in the judgment of the umpire the game could have been played, the game shall be declared not played and will not be replayed as a postponed game. In the event that one team calls the office and is



informed that there is no game because of wet grounds and the other team appears, no forfeit can be claimed. The recreation office will make every attempt to have information on grounds not later than 4:00 P.M. of the day of the game but cannot be held responsible for failure of teams to appear unless notified in advance and unless there is no doubt that games cannot be played. If both teams concerned postpone the game by mutual agreement, the league director must be notified not later than noon of the day of the game or each team will receive a loss. Games postponed by mutual agreement must be made up by arrangement of the two teams concerned, and if not played by the end of the current half or third, each team will receive a loss. The board office assumes no responsibility for games postponed by manager agreements.

B. The only exception to the above rule will be in case of national, state, or local emergency or holiday which makes it necessary or advisable to postpone *all* game schedules.

#### X. Sportsmanship Award

A. Each year a trophy will be presented to the team which in the opinion of the umpires and the recreation office displayed most outstanding sportsmanship during the season.

### Women's Bowling

Bowling for women has been promoted for more than a quarter of a century by the Park Board of Minneapolis. The bowling organization in this city serves all age groups from sixteen to seventy-five and has included more than 1,250 participants in a single season. The success of the bowling program in Minneapolis is due in large measure to the steps taken to interest girls and women in the sport, teach them its fundamentals, group them in teams with players of similar ability, and keep complete and accurate records of their bowling scores. The methods used in determining the classification of players and teams and in calculating handicaps are especially effective. The following statement by a member of the recreation department staff describing in detail the women's bowling program in Minneapolis, should be useful to any agency interested in starting and conducting this activity.<sup>3</sup>

<sup>3</sup>Charlotte Fosburg, "Hints on Bowling Organization", *The Journal of Health and Physical Education*, February, 1947, pp. 96-98.



"Each year in order to stimulate interest and to keep new blood flowing through our leagues, we start the season with a bowling school. This bowling school is publicized through the newspapers and by a bulletin that is sent out by the Recreation Department to offices, clubs, factories and stores. With the cooperation of the manager of one of the local bowling establishments four evenings are set aside the first week in September for the school. The girls are given oral instructions first — including a discussion of proper clothing and equipment, courtesy and conduct on the alleys and safety practices. In addition, they are shown the three- and four-step approach, as well as the proper grip and delivery of the ball. Then they are given the opportunity to practice on the alleys under the supervision of some of the high average bowlers who have been with us for years. Beginners' leagues are organized from this group and these leagues bowl a twenty-eight-game schedule and function the same as advanced leagues, keeping records of averages, high games, wins and losses. After one season in a beginners' league most girls are ready to bowl in a higher scratch league the next year.

"In organizing the various leagues, one of our main objectives has been to make it possible for any girl who wishes to bowl to participate. Consequently, we have some morning, afternoon, twilight and evening leagues, in order that we may accommodate housewives, professional and business women, and those in industry. Leagues are set up at various scratches from 100 to 160 so that girls of the same playing abilities will be together. The expense of bowling is kept at a minimum. A nominal entry fee is charged for each team to care for the expenses of the league, for tabulating and recording scores, and for providing small awards at the end of the season. We stress the social-competitive angle of the game and participation rather than bowling for prizes.

"Below are some of the methods and regulations we use in setting up leagues:

1. In organizing a league for 130 scratch, the team total is not to exceed 649 pins. In other words, the average of the five regular players are totaled (averages of the preceding season being used unless a girl has no previous average; in this case an estimate must be made) as follows:

B. S. ....	117
N. O. ....	134
J. N. ....	133
R. J. ....	124
M. D. ....	140
<hr/>	
Total .....	648



If one of these averages had been higher the team would have to move into a 135 scratch league or bring in a lower average bowler to replace one of those listed. Setting up leagues in this manner keeps the competition on an even basis.

2. Leagues operate with a handicap. We have set 20 pins as the maximum a girl can carry. If B. S. has an average of 117 and is bowling in a scratch league of 130, her handicap would be 13 pins, the difference between the average and scratch being allowed. If her average were 110 the handicap would be 20 pins, the maximum allowed per girl.

Averages and handicaps must be compiled after each bowling session, as they will change. Averages are figured by dividing the total number of pins by the total number of games bowled.

B. S. . . . . Oct. 1    3 games    348 pins    116 av.    14 handicap

B. S. . . . . Oct. 8    6 games    718 pins    119.4 av.    11 handicap

There are other methods of figuring handicaps, but this seems to be the simplest to explain to the girls, and is easy to keep in the record book.

3. A dummy score is set for each league. We usually keep it 35 or 40 pins lower than scratch. For a scratch league of 130, the dummy score would be 90. This dummy score is used in the event a bowler is absent. It is purposely set low to encourage bowlers to make every effort to be present or to find a substitute to fill in.

4. In our leagues we say that substitutes cannot have an average higher than the scratch of the league in which they substitute, so that a girl with an average of 140 would not be allowed to substitute in a scratch league of 130. Since this ruling is in effect, a team could not replace a low-average bowler with a higher-average bowler when a close match is scheduled.

5. In keeping score, we designate that the scoreboard at the alleys is official. After the match is over, the smaller scorebooks must be checked by both captains and signed; this sheet is then considered official and cannot be changed.

6. Penalties for delaying the game are also provided. If a team fails to appear within 15 minutes of the starting time, the games are forfeited. If a member is late, the team starts bowling on time, using a dummy score for the absent bowler. If, however, the late member arrives before both teams have completed the third frame, she will be allowed to bowl. No player is permitted to bowl early, or to complete the last game ahead of schedule in order to leave early.

7. We require teams to register players on cards and these regis-



trations must be filed at least four hours prior to the first time a girl bowls. This gives the director an opportunity to check averages of substitutes, and prevent a team from picking up a new player at the last minute who might not have the correct average for that league.

"At the completion of the bowling season, we have an annual tournament with team, doubles and singles events. A bowling dinner is the climax of the season and all awards are presented at this time. This event gives the girls from the various leagues an opportunity to get together, gives recognition to the deserving, and makes them all realize that they "belong" to a group with kindred interests."

### PLAYGROUND ORGANIZATION

Rules and regulations governing leagues organized on the playground are usually simpler and more flexible than those adopted for city-wide play. Competition is less formal on the playground and little emphasis is placed upon championships. Larger team rosters are permitted, registration and transfers are facilitated and schedules are limited to a fairly short period, especially during the summer months when a large turnover in participants can be expected. Boys and girls are usually permitted to play on only one team in a particular sport and in only one classification. Older boys or girls or adults serving as volunteers officiate at most games in intraplayground leagues; team managers are enlisted from the same sources. The most common types of intra-playground leagues are softball, volley ball and touch football for boys and softball, volley ball and kick ball for girls. Softball and volley ball leagues are popular with adults.

A championship tournament among the winning teams in the individual playground league is usually arranged as a climax to the league season. District tournaments, with the winners later competing for city honors, may be desirable in a large city. The formation of all-star playground teams for competition in the city championships is sometimes permitted, but entries for such tournaments are very often restricted to the winning teams in intraplayground leagues of four or more teams each.



*Inter-Playground Leagues*

Competition between representative playground teams, a part of practically every community sports program, enables boys and girls who excel in games to engage in a faster type of play than is usually found in the intraplayground league. It is sometimes limited to occasional games arranged between nearby playgrounds, but inter-playground leagues are often organized to assure wider and continuous play. Because inter-playground competition necessitates travel by playground teams and involves cooperation between directors, special problems arise in organizing and conducting an inter-playground league. To minimize the distance teams are required to travel, the city is usually divided into geographical districts comprising four to six playgrounds each, and play is restricted to teams representing the playgrounds within the district. Clear regulations governing play, carefully drawn schedules, thorough instruction of leaders, team captains and managers as to their duties and responsibilities and insistence on proper conduct by players and "rooters" are essential. Seasonal sports in which inter-playground leagues are common are softball, touch football, ice hockey, volley ball and basketball.

The staff on most playgrounds is so limited that it is impossible to assign a paid leader to accompany a team whenever it plays on another ground. Older boys or girls do not need such guidance, especially if the other playground is within walking distance, as is usually the case. However, a qualified young person or adult should always accompany a team of elementary or junior high school age when it travels to another playground and should bring it back to the home playground at the end of the contest. If inter-playground contests are scheduled in such a way that two or more teams or groups from one playground play at another ground during the same period, the assignment of a leader to accompany them can be more easily justified. Transportation of teams by playground workers in automobiles owned by themselves or by the department is forbidden in many cities on the grounds that liability might be incurred in case of an accident.

In some cities the recreation department furnishes paid



umpires for all inter-playground games; in others it furnishes officials on request; in many cases the home playground is responsible for doing so. Playground directors sometimes serve as officials, although this practice is not generally approved. Junior leaders can be trained to serve as umpires and scorers. The director of the playground where the game is being played acts as host, sees that the playing area is in good condition and furnishes necessary equipment for the game.

Special rules are usually adopted relating to the completion of a game. In softball, for example, it is customary for junior girls' or midget boys' teams to play only five innings. If at the end of the third or fourth inning, one team has a long lead—ten to twenty runs—the game is stopped and this team is declared the winner. This rule may be applied to older teams at the end of the fifth inning. Rules sometimes indicate that men may not serve as officials for girls' games and that no team may have a coach except the playground leader, a member of the team or a person appointed or approved by the director of the playground it represents.

### *Regulations*

The Department of Recreation and Parks in Los Angeles, California, has adopted a set of policies and rules governing competition by boys' teams participating in its playground program. The sports to which they apply particularly are touch football, basketball, softball and baseball. These rules are based upon many years' experience in the conduct of playground sports, and except for the provisions relating to district play, they can readily be adapted for cities of any size.

### **RULES AND POLICIES FOR ALL BOYS' COMPETITION**

#### *Requirements*

The primary objective in boys' competition at all recreation centers is a good intramural program. Competition with other playgrounds is voluntary.

An intramural league (round robin) is any league which includes four or more teams in a district. These leagues can be composed entirely of playground teams or may include teams from



other organizations, such as churches, boys' clubs, C.Y.O. DAPS, etc. Where any single playground is unable to furnish the minimum of four teams, a league may be comprised of teams from more than one playground in the same district at the discretion of the District Director.

Following the selection of district winners, a city playground championship team in each division will be established and suitable awards provided by the department.

The winners of an intramural league will be eligible to enter the district playoffs (elimination) only after they have qualified in their own intramural league. The qualifying team must play as a team maintaining its eligibility list throughout all competitive play. *All-Star Teams will be barred.* The team eligibility roster and the intramural league schedule must be in the hands of the District Director prior to the first league game.

The winner of the district playoff will then be eligible to compete against other district winners to decide the city-wide champion.

Any inter-organizational championship that might be promoted will follow the establishment of city playground champion teams, and is to be considered incidental to such championship.

### *Individual Eligibility*

A. There will be two classifications:

- (1) Junior—Junior high school and 15 years old or under.
- (2) Senior—Senior high school and 18 years old or under.
- (3) For boys who do NOT fall in the above age school combinations, the Three Point Exponent System<sup>4</sup> shall be used.

*Explanation:* This is to be used ONLY by those boys who are not eligible in the above two classifications. *Example*—If a boy is 14 years old and in senior high school, he would be classed by the three point system.

(4) Age status will be that age existing on September 23, December 23, March 25 and June 24 for that seasonal sport immediately following these dates.

B. Any boy who is now representing, or has represented, a school in official inter-school competition during the current season or who at any time has won a school letter in the particular current sport is ineligible. This applies to both varsity and Class "B" teams.

C. Boys in Junior Division may play in Senior Group but not vice versa. Boys may not play in both divisions.

<sup>4</sup> See Chapter VI for a description of a Three Point Exponent System.



- D. A player may not play on more than one team entered in a playground league in a given sport season.
- E. College or Junior College students are ineligible.
- F. A registered member of an adult team is ineligible.
- G. Penalty for infraction of any of the eligibility rules makes a team liable to forfeiture of all league and playoff games.

### *Registration of Players*

- 1. All teams playing in an intramural league must furnish a complete roster of players including the signature of each player, his address, his phone number, date of birth, school, and grade, to the District Director.
- 2. Changes or additions of players to teams must be made prior to the last two league games. Registration of changes must be submitted to the District Director 24 hours prior to game time in which the change takes effect.
- 3. Must have a complete team ready to play to start a game.

### *District Director*

It shall be the responsibility of the District Director to:

- 1. Exercise general supervision over all intramural leagues in this district.
- 2. Organize the district league and set up schedule.
- 3. Forward to Boys' Activities Office all results of district play by dates set.

### *Rules*

- 1. Each intramural league may have further rules, provided they do not conflict with these rules and regulations.
- 2. Interscholastic rules shall be followed in all leagues and play-offs except where special playing rules are set up to meet playground conditions.

### *Ground Rules*

Opposing managers or captains must agree on ground rules prior to start of game. Flip a coin to determine home team, goal or basket, etc. This should be done in all games from intramural to city playoffs.

### *Protests*

All protests must be submitted in writing with written evidence supporting the contention within 24 hours after the contested game.

Final decision on a protest shall be handled by the individual indicated below:



- (1) Intramural—League Director
- (2) District Playoff—District Director
- (3) City-wide Playoff—Senior Director of Boys' Special Activities.

*Officials*

League Director shall be responsible for officials of intramural leagues.

District Director for officials of district playoffs.

Supervisor of Recreation for officials of city-wide finals.

*Postponed Games*

All postponed games shall be played at end of league schedule if outcome has any bearing on league standings.

*Sports Seasons*

	District Playoff Results Due in Office	City Champion Determined
<b>Touch Football</b>		
September 23-December 22	December 9	December 10-22
<b>Basketball</b>		
December 23-March 24	March 10	March 11-24
<b>Softball</b>		
March 25-June 23	June 9	June 9-23
<b>Baseball</b>		
June 24-September 22	September 1	September 1-22

*Forfeit Rule*

Twenty minutes elapsed time shall be allowed before forfeit for failure to appear is declared, except in basketball when the time shall be ten minutes.

The primary objective of the program is to promote activity for as many boys as will play and afford them all equal opportunity. At the same time it is recognized that all individuals and teams like to test their skill against other teams to determine which is best. The district and city-wide program is for those boys. However, the success of the total program will not be measured by how good the winning team is, but in the number of different boys having an opportunity to play on a team.

*A Junior Baseball League*

Milwaukee is one of the cities where the waning interest in baseball and the dwindling enrollment of baseball teams in



municipal leagues became a matter of concern to leaders in sport. The story of the successful attempt to revive interest and participation in the national game among the boys in this city offers suggestions for other cities confronted with the same problem.

The Milwaukee Municipal Recreation Department in the spring of 1936 decided to launch a "kids'" hardball program on a large scale. The name given the league was STARS OF YESTERDAY and at the start play was limited to boys under fifteen years of age. Each team was named after a former ball player with the Milwaukee Brewers. Commercialism was kept entirely out of the program. Used balls were donated by the president of the Milwaukee Baseball Club; catchers' masks were donated by the Umpires' Association; sporting goods houses lent a hand by giving the league odds and ends of equipment, and a city-wide search of attics and long unopened trunks resulted in additional contributions. More than fifty teams enrolled the first year and the number has gradually increased to a record of eighty-five teams playing during the 1946 season.

Games are played on Saturday mornings. Teams are not required to wear uniforms, and if they do, no commercial advertising is permitted. Each team is loaned a catcher's glove, chest protector, mask and shin guards for use during games only. Bats are supplied and used balls are furnished by the Milwaukee Baseball Club for league games only. Each team is entered in a league by its captain, who alone is the team leader; coaches and managers are not officially recognized by the Department.

STARS OF YESTERDAY games are played in several sections of the city, thus eliminating long trips. Competent umpires are assigned by the municipal athletic office. Winners of the various sectional leagues meet in an elimination tournament to decide a north and south divisional winner. These two finalists play at the Milwaukee Ball Park under "big league" conditions, with uniforms, loud speaker system and electric score board, the club president tossing the first ball and American Association umpires "calling 'em."



## CHAPTER IX

### *Meets and Play Days* —

The sports meet is the type of organized competition which includes a number of separate events and which must be completed within a specified time—usually a few hours. The meet is widely used in the community sports program, especially for such activities as swimming and diving, ice skating, gymnastics, stunts, game skills and track and field events. It lends itself to both highly organized championship contests and to less formal play days in which the chief emphasis is upon play for play's sake rather than upon winning. It is equally suitable for children's activities and for adults'; for the individual playground and for the major sports center. Some meets represent the culmination of a season of training and participation; others include events for which no special preparation is necessary.

The meet method is used for a variety of programs, among which are the following:

1. The track and field meet
2. The swimming and diving meet
3. The ice skating meet
4. The ski meet
5. The gymnastic meet
6. The playground sports day



7. The color play day for girls
8. The stunt meet
9. The indoor or outdoor sports carnival
10. The meet involving baseball, football or basketball events
11. The closing playground festival
12. The picnic

Every meet, regardless of its type, should contribute to the enjoyment of participants and spectators. There is a danger that under the stress of tense competition the events may lose their recreational value for the individuals taking part in them. Special care needs to be taken by the authorities in charge to preserve the play spirit in all the events and to secure a maximum value and enjoyment for all concerned.

#### PRELIMINARY ARRANGEMENTS

Different planning procedures are necessary for each type of meet and authorities responsible for a meet must be familiar with them. Failure to arrange for each detail in planning a meet is likely to cause confusion, delays and annoyance to participants and spectators. Care in making the preliminary arrangements, on the other hand, helps assure a successful meet. Several important factors in preparing for a meet are mentioned in the pages that follow.

#### *Responsibility*

A first step is to determine who is to be responsible for planning and directing the meet. A director or manager should be designated to be in full charge, and a committee appointed to assist him with the arrangements. Inter-playground track meets or play days are usually planned and administered by a committee of playground directors, under the general supervision of the recreation superintendent or supervisor of playgrounds. City-wide meets, on the other hand, are usually a responsibility of the supervisor of sports. In the case of a swimming meet, the committee may consist of one or more pool managers or lifeguards, a newspaper man, a representative of the American Red Cross and local citizens experienced in aquatics; for a track



meet, committee personnel might include school physical directors, representatives of athletic clubs and former track athletes. Where an organization such as a ski club or skating club has been formed, it may plan and conduct the meet, with the cooperation of the sports supervisor. Subcommittees of one or two members each are assigned responsibility for the various tasks that need to be performed in arranging and conducting the meet. In all cases the duties must be specifically allocated and clearly understood and some member of the department staff must be held accountable for seeing that they are performed at the proper time and in a satisfactory manner.

### *The Program*

When it has been decided to conduct a certain type of meet, and responsibility for it has been allocated, the next matter to receive attention is the program of events. This is true because the program influences most of the other factors. For example, until the events for the meet have been selected, it is impossible to determine the facilities, equipment and officials that will be required, to specify the eligibility requirements or to prepare the entry blanks and publicity. The ages and physical capacity of the groups who are to participate influence the selection of the specific program events; the emphasis to be placed upon championships is another determining factor. Program planning involves not only the selection of the events but also determination of the classes under which the contestants are to be grouped for competition.

Relays in which the element of fun predominates are more suitable for young children than events which tax their strength and endurance. Short dashes, simplified field events, relays and activities involving game skills comprise the program at most playground meets. In a championship meet, standard track and field events are scheduled; in a play day program, modified events and informal activities predominate. Even in a formal meet, unusual features add to the enjoyment of the spectators; water games and stunts and clown diving, for example, are often introduced in a swimming meet program. Distance runs, the hurdles and the discus, hammer and javelin throw are



seldom used in community track and field meets either because these events have a limited appeal or because few leaders have specialized skill in teaching or conducting them. Group games, in which teams composed of girls representing several playgrounds take part, are featured in the girls' play day program, rather than highly competitive activities in which the individual winners are determined. If the meet is to have official sanction and if records made during the meet are to be recognized, approval of the events must be secured in advance from the Amateur Athletic Union.

The time required for each event and the number of individuals who are to be permitted to take part in the meet are important factors in program planning. In arranging the program of a track and field meet, for example, it is necessary to know the time required for each event and also the number of entries in each, since the latter determines the number of heats that must be run in track events and the possible need to schedule semi-finals. Since the program is planned for a specific area, the number of contestants that can be accommodated at one time in events like the sprints or hurdles can readily be estimated. It is therefore possible to determine the number of events that can be scheduled for a certain period if a given number of entries are to be permitted in each event.

Where several classes are competing, the events for each class should be scheduled at intervals throughout the meet in order that no contestant may be required to participate in two consecutive events. The track and the field events can be run off simultaneously. Even though several activities may be carried on at the same time, the number of events per class must be restricted where there are many entries in several classes; otherwise the meet drags on so long that the results are unsatisfactory to participants, officials and spectators. An attempt should be made to complete the program of a meet within two hours, as a general rule. The fact that many track meets last for three or four hours and that long delays between events sometimes occur undoubtedly explains in part why such meets are less popular than many other sports events.

The lists of events and examples of typical programs shown later in this chapter and elsewhere in the book illustrate the



variety of activities included in meets and the schedules arranged for the various events.

### *Site and Facilities*

A site, properly located and equipped with the areas and facilities needed for the program events and for the convenience of participants and spectators, is essential to a successful meet. Ease of access by the contestants is desirable, and if large numbers of spectators are to be attracted to the meet, means of transportation must be readily available. For a simple sports demonstration by a single playground or for a neighborhood play day, the neighborhood playground or park, if ample and provided with adequate seating facilities, is perhaps the best site. Knockdown bleachers may be set up for the occasion for the comfort of both participants and spectators. A city-wide or district event requires a centrally located area; track and field meets of this type are commonly held at a stadium or playfield; most community play days, at a large park or picnic center.

The space and facilities must be suitable for the activities on the program and adequate in size to accommodate the numbers taking part. A neighborhood pool might be satisfactory for a playground swimming meet restricted to small numbers of children but it would be completely inadequate for an adult meet with a large entry list. Similarly the bathhouse at the playground pool would not have ample indoor facilities to serve the needs of a meet of the latter type. Championship meets where the contestants are interested in their records in the events should be held at standard tracks, pools or courses, which have been measured and officially certified. Play days, on the other hand, where records are not a significant factor, can be held at any area large enough for the activities on the program.

A heated room of building providing checking and comfort facilities, with possibly an information booth and refreshment facilities, is an almost indispensable requirement for the site of an ice skating meet or winter carnival. Toilet and locker facilities, hot and cold showers and rubbing tables are essential at a track and field meet. They are usually provided under the stadium, in the fieldhouse or bathhouse or in the park or play-



ground shelter. Tents are occasionally erected for participating groups at a city-wide playground festival, and a shelter for use in case of rain is desirable at community meets. Facilities for storing and serving food and other refreshments are essential at all-day meets. A lost and found booth and a place for storing valuables are other desirable service features.

It goes without saying that the facilities should be carefully prepared for the events. The track, for example, should be sprinkled, rolled and marked off, the jumping and vaulting pits be put in good condition and locations for the field events clearly designated and conditioned in advance of a track and field meet. At winter meets, ice and snow surfaces to be used for events on the program should be in the best possible condition and equipment and personnel should be on hand to give the surfaces needed maintenance during the meet. Locations for the various activities on the play day program should be marked by conspicuous signs and white lines on the field; also the stations for the different participating groups. The starting and finish lines in the events in track, skating and swimming races should be indicated clearly. The infield and base lanes should be levelled and marked before a baseball field meet and the area for football events be designated by white lines. Provision of seating for participants is especially important and sections of the grandstand are usually marked and reserved for them; this facilitates the handling of large groups and is advantageous to contestants, officials and group leaders.

In standard meets the location of the various events is usually obvious, but city-wide meets where large numbers of children are to take part in a variety of events on different parts of the field, present more of a problem. It is therefore customary to duplicate and distribute to contestants, or at least to the leader of each participating group, a plan of the field, on which are marked the stations where contestants are to report for the various events and are to be stationed or seated during the meet.

### *Announcements and Entry Blanks*

When the program and location of the meet have been determined, announcements should be prepared and distributed to



interested groups. This should be done several weeks before the meet is to be held, in the case of major meets. Announcements should give information such as the date, place, events, rules and regulations governing the events, the condition under which entries can be filed, including the dates and place for filing them, the method of scoring, equipment to be furnished, special rules to be observed—such as the barring of spiked shoes or the weighing of contestants—eligibility requirements, the entry fee, if any, the classification of entries and the events for each class. •

The announcement often includes an entry blank which can be detached or cut out and filed by individuals desiring to participate; otherwise separate entry blanks should be run off and distributed. These usually provide space for indicating the name and age, weight or height of contestant, the playground, school or club which he represents, and the class and the events in which he desires to participate. In the case of group entries, the blank provides for the certification of the names listed on it by the playground director or group official. Individual entry blanks are necessary in case a majority of the entries are to be by individuals. Limitations on the number of entries a playground or organization can file for various events or on the number of events in which an individual can participate, should be noted on the entry blank. In track meets participants under eighteen years of age are usually restricted to two or three events. The amount of the entry fee, if any, should also be indicated on the entry blank, although such fees are rarely required at community meets, except in A.A.U. sanctioned events. Entries should close a sufficient time in advance of the date of the meet to permit adequate preparations for handling them. An entry blank for a model yacht regatta is reproduced in Chapter XII.

### *Instructions to Participants*

In advance of a meet a set of instructions relating to the procedure to be followed on the day of the meet is placed in the hands of individuals and groups that have submitted entries. If the meet involves playground groups, these instructions are transmitted to the children through the playground directors,



who are held accountable for seeing that they are passed on to the children and understood by them. In city-wide meets where entries are on an individual basis, the instructions are given each person filing an entry blank. They cover such items as the following:

The entrance or gate where he is to enter the field. (This is important if the meet is held at a large field or stadium.)

The time he is expected to report

The official to whom he is to report on arrival

The place where he is to get his number, badge or other equipment

The location of dressing and locker rooms

Arrangements for checking valuables

The schedule of events

Rules governing events

Special rules relating to uniforms, smoking, etc.

Method of scoring

Time and place where he is to report for the events entered

Procedure following the event

Parking information

### *Equipment*

Many types of equipment and supplies are needed for the successful conduct of a meet, and specific arrangements must be made to see that they are available in advance. Most of the equipment is furnished by the agency conducting the meet, but certain items may be provided by the officials or participants if an understanding to this effect is reached in advance. Items that relate to the care and maintenance of the grounds include a rake and tamp for use on the running track, rakes and forks for the jumping and vaulting pits, brooms for sweeping an ice area and a hose for sprinkling the track or field. Most of the other equipment is related to the actual conduct of the events, or is used by the officials, and the types required depend upon the events scheduled.

For a track and field meet the management should provide needed implements that meet the specifications for each event on the program. These include such items as the shot, vaulting poles, standards and cross bars for the high jump and pole vault, a stepladder and forked stick to replace the bar in the latter



event, batons for the relay events and finishing posts and yarn for the track events. Starter's pistol and blank cartridges, whistles for starter and referee, certified stop watches, steel measuring tapes and markers for field events are essential items. Provision is made for weighing and measuring the implements used by the contestants at championship or official events. It is desirable to have on hand extra items of equipment in case of breakage.

Additional items that are required are numbers or other insignia for competitors and safety pins for fastening them, badges and programs for officials, entry lists for each event, pads and pencils for scorers and judges, rule books, and a table with score cards for the scorer and officials. A set of records in all events, record application forms and a raised judges' stand are commonly provided at official meets. If prizes are to be awarded at the meet a table for them is essential. A public address system helps the participants to report promptly for their events and keeps the spectators informed as to the results; if not available, a megaphone should be furnished for the use of the announcer.

Recommended lists of equipment for a track and field meet and specifications for official implements will be found in publications issued by the Amateur Athletic Union<sup>1</sup> and the National Collegiate Athletic Association.<sup>2</sup>

### *Officials*

Capable, experienced officials are required for a successful meet. They must be familiar with the rules governing the events and with the methods of performing the specific functions they are called upon to carry out. When competent officials are used the meet is conducted with efficiency and with a maximum of satisfaction to contestants and spectators alike. Officials should give their full attention to their duties during the meet and not become engrossed in the competitive events.

Recreation leaders usually serve as officials at events for playground children or for community groups. They are thoroughly instructed as to their duties and responsibilities and are given

<sup>1</sup> Amateur Athletic Union of the United States, *Official Track and Field Handbook*, pp. 116-117, 1946.

<sup>2</sup> From the *Official Track and Field Guide, 1947*, copyright 1947 by the National Collegiate Athletic Association, published by A. S. Barnes and Company, New York, reprinted by permission.



written directions covering the conduct of the meet. Because they appreciate the values that can result from a meet and because they are personally acquainted with many of the participants, members of the recreation staff can help eliminate the tension and ill-feeling that sometimes arise during contests. Physical education workers, athletic coaches and other individuals who have had experience in athletic competition are often enlisted as officials. At championship meets or for events such as diving or ski jumping where expert knowledge on the part of the officials is essential, only persons with experience in officiating should be used as officials.

The number and types of officials required for a meet depend upon the type of meet, the events on the program and the number and ages of the individuals taking part. The Rules Committee of the National Collegiate Athletic Association has recommended the following officials for a large track and field meet and has indicated the duties of each:<sup>3</sup>

Games Committee

Referee

Inspectors (at least four)

Clerk of Course, and Assistants

Scorer

Announcer, and Assistants

Marshal, and Assistants

Surveyor

Physician

Press Steward

*For Track Events:*

Judges of the Finish. There shall be twice as many judges as places to score.

Three Timers and a Substitute Timer

One Starter and an Assistant Starter

*For Field Events:*

One Head Field Judge and three Field Judges or  
Measurers for each event

### *Other Factors*

Health and safety must be considered in the planning and conduct of a meet. A first-aid kit should be on hand at all occa-

<sup>3</sup> *Ibid.*, p. 117.



sions and at city-wide meets a doctor should be present. The location of the events should assure safety to competitors, and overcrowding of the track, field, rink or pool should be avoided. Every effort should be made to restrict entries to individuals who are in suitable physical condition to participate.

Publicity is important and all appropriate media should be used to disseminate advance information concerning the meet. If the program is to be limited to informal participation by playground groups, publicity should be directed toward securing the maximum number of entries. If a demonstration of sports activities or a play festival is to be featured, an effort should be made to attract a large number of spectators, especially if adequate seating facilities are available. For a city-wide track or aquatics meet or a community play day all available media should be utilized to encourage a large attendance and assure a wide participation. At women's volley ball play days, on the other hand, spectators are not usually encouraged, so general publicity is not a factor.

The use of uniform rules is essential to fair competition, and contestants should be notified well in advance of the meet as to the method by which each event is to be carried on. Official rules are usually adopted for standard events but modifications are common in children's meets. When informal events are included on meet programs, specific instructions as to the rules of play, the equipment used and the method of conducting the events must be issued in advance for the guidance of contestants and officials.

Transportation must sometimes be provided in cases where the persons taking part live at a considerable distance from the place where the meet is to be held. It is furnished most frequently to groups of playground children on the occasion of a city-wide festival, play day or athletic meet. When groups are transported, only public carriers covered by insurance should be used. To avoid confusion and delays a definite understanding should be reached as to the time and place the group will leave for the meet and depart on the return trip.

Refreshments are often served at neighborhood play days and arrangements must be made for a noontime meal at all-day meets. Either lunches must be served or facilities must be pro-



vided for the storage of lunches brought by the participants. The provision of either hot or cold drinks for all is desirable at such meets.

Printed programs listing the schedule of events, names of officials and names of competitors in each event and class and providing places for entering and scoring the winners are useful to officials, competitors and spectators. In addition, the sale of programs, for a nominal sum, may help defray the cost of the meet.

Awards are seldom given at play days but prizes appropriate to the nature and importance of the events are usually given at more formal meets. They need to be secured in advance of the meet.

Recreation department budgets usually provide the funds necessary to cover the expenses involved in conducting a playground or community meet. Entry fees are therefore seldom charged to competitors in a formal meet and practically never to participants in play day events. Definite provisions must be made for financing a meet, however, if budgeted or donated funds are not available.

Music is not usually provided at informal events on the playground or at championship meets, but a band or other music group contributes to the enjoyment of the winter carnival, playground festival or city-wide play day. Arrangements are often made to provide music on such occasions.

Ushers and police are needed at meets where large numbers of spectators are expected, to control and direct the crowd, to prevent people from entering areas reserved for participants and to assist in the parking of cars. Ticket sellers and takers are also needed if an admission charge is to be made. This personnel must be selected, instructed and assigned well in advance of the meet.

Assignment of competitors in track events to heats and to lanes so that each participant or group receives fair and equal consideration is an important task, after all entries are closed. The method used depends in part upon the basis for filing entries—whether by individuals or by groups—and upon the availability of past performance records of the contestants. Drawings are commonly made for the heats and lanes in pre-



liminary events, but where two or more entrants represent the same school, club or playground, it is customary to assign them to different preliminary heats. In championship meets with a large entry list, a selected number of entrants with the best performance records are sometimes "seeded" and assigned to different heats, to eliminate the chance that they might draw places in the same trial heat. Assignment of contestants should be made before the day of the meet, whenever possible. It is usually a responsibility of either a subcommittee or of the clerk of the course, or both.

### CONDUCT OF THE MEET

If plans have been worked out with care, if capable officials have been secured, if a suitable place for the events has been selected and provided with the necessary equipment, if the program of events is appropriate to the number and ages of the entries and if the other provisions mentioned in the preceding pages have been met, the road has been paved for a successful meet. The more adequate the preparations, the more smoothly the program is likely to be run off and the greater the enjoyment of participants and spectators. Although the problems presented by the actual conduct of a meet are more complex at a large meet, they are present to some degree in all meets, and methods of dealing with them are generally applicable.

### *Supervision of Contestants*

The problem of supervision is relatively simple at a meet in which the contestants are adults. Each individual is expected to follow the instructions given him in advance as to his procedure on the day of the meet. A corps of adult leaders in charge of the competing groups is essential, however, at meets in which children or youth take part. This is especially true of city-wide or district gatherings in which several playgrounds or centers are represented. Young children are likely to become confused as to where to go, what to do and where and when to report for their events, unless a leader is provided for each small group. Without adequate leadership children tend to wander around



the field or area to the annoyance of participants and officials and to retard the conduct of the meet by their failure to be on hand when their events are scheduled. The task of the leaders is made easier by giving the members of each group a distinguishing color or identification band, by assigning each group a number and by clearly indicating its position in the stands or on the field.

The responsibility of the group leader consists of making sure that the members of his group reach the meet on time, report to the proper officials on their arrival, check their entries and receive their numbers or other identification, take their seats in the section of the stand assigned to them, line up in order and report promptly for the events in which they are entered, return to their seats after each event, and remain there except when taking part. Leaders also keep a record of the performances of their group. At meets held outside their home neighborhood, it is especially important that the leader accompany the children to their center at the end of the meet. The supervision of participating groups is made easier when group leaders receive specific instructions as to their duties and when children are informed as to the procedure to be followed, in advance of the meet. The leader should know in which events the members of his group are entered, either as individuals or as a group.

The method of handling groups of children or young people at a meet varies with the type of meet and the basis for participation in the events. At a track and field meet where entries are by individuals and where most of the boys or girls participate in only one or two events, the leader has a majority of his group under his immediate supervision throughout the meet. As each event is called he makes sure that the members of his group who are entered in it report promptly and he checks to see that they return following the event. His entire group remains at its designated station except when the individual members are reporting for an event or participating in it. At meets of the play day type, where large numbers take part in a series of events, usually on a group basis, a majority of the children are on the field rather than in the stands. Most of the leaders therefore assist in the conduct of the activities and do not remain continu-



ously with their groups. At such times as the groups are instructed to report to their stations the leaders should be on hand to meet with their own children.

A still different method of grouping and supervising participants is used at play days where individuals take part in the events, not as representatives of their own playground but as members of teams formed from several playgrounds. The following method of forming teams has been used in a city where from six to nine playgrounds in the same district join in a play day at the end of the summer season. Children are grouped into age classes for the events which include games, contests and folk dancing. As children arrive at the grounds, they are directed by their leader to stations designated for their age group. The worker in charge distributes colored strips of cloth which are used as arm bands and which identify each child's membership on his or her color team. Children from each playground are lined up and each child is given in order a band of a different color. In this way each color group is composed of children from all the participating playgrounds. When groups of equal size have been formed at each station, the age groups with the same color are assembled in one place and they comprise that particular color team for the entire play day. Group leaders are assigned to each of the color teams throughout the day. Much the same method has been used at color play days for women and girls that have been popular in a number of cities.

### *Conduct of the Events*

The type and purpose of the meet need to be taken into account by the officials in the actual conduct of the individual activities or of the meet as a whole. At meets where the competitive element dominates the events and where championships are to be determined, strict adherence to official rules and procedures is essential. At play days and other occasions when an informal spirit of competition prevails and when groups are playing together rather than competing against each other, regulations become less important. Adherence to the time schedule is to be recommended, however, regardless of the type of meet.



Within a specified time before the start of a track, swimming or skating meet, all contestants in the first event are required to report to the clerk of the course, who verifies their entries and notifies them as to the lane to which they have been assigned and the heat in which they are to compete, if lanes and heats are to be used. While the first event is being held, the second event is called and contestants in it receive their assignments so the event can be run off immediately after the preceding one is finished. In this way a minimum amount of time is required between events. A warming-up period is allowed before the meet but participants are not usually permitted to use the facilities for practice after the start of the meet. They are expected to leave the area as soon as their event is over. Personnel should be assigned to set up and remove hurdles, barriers, platforms and other equipment required for scheduled events as expeditiously as possible.

Arrangements should also be made to record promptly the results of the various events and to announce them to the spectators. Failure to do this is annoying to participants and spectators alike. Provision for determining and announcing the individual and team scores is also essential. David P. Snyder, Supervisor of Physical Education and Recreation in the Public Schools of Oakland, California, has offered practical and specific suggestions for achieving these results, which merit careful reading.<sup>4</sup> For other publications containing detailed information on the conducting of formal meets, see the Bibliography.

*Group Meets.* Many meets are conducted on a group basis, with each individual taking part in all the activities for his class or group. In some of these entries are made and scores are kept on an individual as well as a group basis; in others the group is the sole participating and scoring unit. The meet in which pentathlon events are featured, with each participant taking part in all five events, typifies the former type. The color play day or the meet in which each playground enters a team in a series of group events is an example of the latter. Group meets usually require a different method than that used in conducting formal competition with individual entries; the methods of conducting mass activities, described in Chapter VI, are often applicable.

<sup>4</sup>"Oakland's Model Track and Field Meet," *Scholastic Coach*, March, 1944.



The procedure followed in one city in conducting its city-wide pentathlon championships in boys' and girls' events is typical. The playgrounds are grouped for competition into five divisions or districts, and individual contestants are classified into three age groups: midgets, juniors and seniors. In running off the boys' and girls' championship events which are numbered from one to five, separate competitions are held for boys and for girls in each age class and in each geographical division. Midgets from Division #1 start with event #1; Midgets from Division #2 start with event #2, and so on. After each division group completes its event it moves on to the area for the next event as soon as the preceding group has finished. Juniors and seniors follow the same procedure, each division starting with the event corresponding to its own number. In this way a large number of children can complete their events in a relatively short period. Leaders are assigned to each event and are responsible for recording the individual performances and for seeing that the group moves on to the next event.

In a meet of this type events should be selected that can be run off in approximately the same amount of time; otherwise one group must wait around while another is finishing its event. The recording of the scores is facilitated if a scorer accompanies each group. This person has the score sheets for the members of the group and is responsible for having the individual scores entered on them by the judges at the various events. After the group has completed its last event the score sheets are turned in to the Head Scorer who determines the individual and division champions in each class.

### *After the Meet*

When the final event is finished, the meet is over as far as the spectators are concerned but many details require the attention of the committee, officials and leaders in charge. Score sheets must be collected and official tabulations made of the results. Awards to be given out on the day of the meet must be distributed. Groups transported to the meet must be assembled and checked with care before leaving the area. At official meets, in case a record is broken a record application blank must be



filled out and properly certified. Announcements of the winners and of other items of interest relating to the meet must be prepared for the press. All equipment and supplies furnished to participants or officials must be collected, checked and deposited in their proper place. Arrangements must be made to have any equipment or facilities erected or installed for use during the meet dismantled and removed from the site and the area cleaned and put in shape. Performance of these various duties is an essential function of the group responsible for planning and conducting the meet.

### MEET PROGRAMS

Meet programs of different types comprise a wide range of diversified activities, varying according to the nature of the meet and the ages of participants. The possibilities for arranging such programs are almost limitless. The examples given on the pages that follow illustrate how several types of activities are conducted on a meet basis. Programs of meets involving water sports, winter sports and game skills will be found in later chapters.

#### *Track and Field Meets*

Track and field events have a place in the community sports program but they receive more emphasis in colleges and secondary schools where competent coaching is generally available and intensive periods of training are practicable. They lack much of the give-and-take appeal provided by games, but the keen competition of these events brings enjoyment to enthusiastic spectators and participants alike. The standardized track and field programs developed by school and college athletic associations and by the Amateur Athletic Union are seldom followed completely at community meets. Several standard events are usually supplemented by informal contests at meets conducted for playground and community groups.

*College and Amateur Athletic Union Programs.* The National Collegiate Athletic Association recommends<sup>5</sup> the follow-

<sup>5</sup>National Collegiate Athletic Association, *loc. cit.*, p. 143.



ing events in the order named for an outdoor college meet for men. The interval between events normally does not exceed ten minutes, except for the two-mile run, for which fifteen minutes should be allowed. The Association suggests the same events for high school meets except that a one-half mile relay is substituted for the two-mile run and the hammer throw is omitted. The events are:

With trial heats:	At least 30 minutes	Pole vault
120 yards hurdles—trials	before first track	High jump
100 yards—trials	event . . . . .	Shot-put
One mile		Javelin
440 yards		
100 yards—final	Immediately follow-	
120 yards hurdles—final	ing shot-put. . . . .	Discus
220 yards—trials		
220 yards hurdles—trials		
880 yards		
220 yards—final	At least 75 minutes	Broad jump
Two miles	before last track	Hammer, or
220 yards hurdles—final	event . . . . .	35-lb. weight
One-mile relay		

The Amateur Athletic Union conducts the same events, but metric distances are used in its national championships. Additional events included in its program but rarely used in community meets are the 3,000 meters walk, the 3,000 meters steeplechase, the 5,000 meters run, the 10,000 meters run and the running hop, step and jump. Relay races over several distances, with four men to a team, each man running an equal distance, are conducted by the Amateur Athletic Union and also by college associations. A variety of other running and walking races and a decathlon and a pentathlon, each involving track and field events are included in the Amateur Athletic Union program.

Indoor programs differ from those at outdoor meets in that some of the field events are omitted, the distances for the hurdles and dashes are reduced, substitutions are made in the running events and relay races are usually added. Metric distances are not used by the Amateur Athletic Union at indoor meets. Most



communities do not conduct indoor meets, primarily because suitable facilities are lacking.

*Meets for Women and Girls.* Track and field sports are less popular among most girls and women than among boys and men, and some events are not considered suitable for them to engage in. Group competition in track and field sports rather than individual contests is favored by some leaders in women's sport. The following are the official events for women approved by the National Section on Women's Athletics: <sup>6</sup>

<i>Track</i>	<i>Field</i>
Running	Shot-put
Relays	Discus throw
Hurdles	Hurl ball
Broad jumping	Javelin throw
Hop, step and jump	Basketball throw
Running high jump	Baseball throw

A number of these events, such as the running high jump, shot put, discus throw, hurl ball and javelin throw are approved for high schools and colleges only. The running broad jump and hop, step and jump are likewise approved for these two groups only, but the standing broad jump and standing hop, step and jump are suitable also for the younger girls. The basketball and baseball throws are official events for all age groups. The following distances are approved for dashes, relays and hurdles for women and girls of different ages: <sup>7</sup>

Dashes

Elementary School . . . . .	25—30—40 yards
Junior High School . . . . .	40—50—60 yards
Senior High School . . . . .	50—60—75 yards
College . . . . .	60—75—100 yards

Pursuit and Shuttle Relays

Elementary School . . . . .	30—40 yards
Junior High School . . . . .	50—60—75 yards
Senior High School . . . . .	60—75—100—220 yards
College . . . . .	75—100—220 yards

<sup>6</sup>From the *Official Recreational Games, Bowling, Track and Field Guide 1946 1948*, copyright 1947 by The National Section on Women's Athletics of the American Association of Health, Physical Education and Recreation, Published by A. S. Barnes and Company, New York, reprinted by permission.

<sup>7</sup>Ibid. pp. 110 and 119.



**Hurdle Races**

High School ..... 50 yards

College ..... 50—60—65 yards

Special events that fit well into a program of track and field athletics and that are valuable because they create interest, afford training in game skills and can be used with large numbers, are also suggested by the committee. Among these events are the dash and throw, obstacle relays or races, target throws, walking relays, base running, potato race, shuttle broad jump and hoop rolling relays.

*A Municipal Championship Meet.* The annual track and field meet conducted by the Milwaukee Department of Municipal Recreation is typical of the more highly organized meets conducted by recreation departments. All persons residing or attending school in Milwaukee County are eligible to compete; no entry fee is charged. Men and boys, grouped into three classes, compete in many of the standard events. The selection of events for each class and the order of events in the program should serve as a guide to any recreation department planning a city-wide championship meet. Competition is in three classes:

Senior—Open class, any age

Junior—Persons who have not reached their nineteenth birthday on the date of the meet.

Cadet—Persons who have not reached their seventeenth birthday on the date of the meet.

All junior and cadet entrants are required to verify their ages.

The program of events follows:

Senior Events	Junior Events	Cadet Events
100 yard	100 yard	100 yard
220 yard	200 yard	200 yard
440 yard	440 yard	440 yard
880 yard	880 yard	880 yard
One mile	One mile	High jump
Two mile	Low hurdles (120 yd.)	Broad jump
Low hurdles (120 yd.)	Shot-put (12 lb.)	
High hurdles (70 yd.)	High jump	
Shot-put (16 lb.)	Broad jump	
High jump		
Broad jump		



The order of events is as follows:

### Track

70-yard high hurdles, trials—seniors  
 100-yard dash, trials—cadets, juniors and seniors  
 One-mile run—juniors and seniors  
 440-yard dash, finals—cadets, juniors and seniors  
 100-yard dash, finals—cadets, juniors and seniors  
 High hurdles, finals—seniors  
 Half-mile—cadets, juniors and seniors  
 120-yard low hurdles, trials—juniors and seniors  
 200-yard dash, trials—cadets—juniors  
 220-yard dash, trials—seniors  
 Two-mile run—seniors  
 120-yard low hurdles, finals—juniors and seniors  
 200-yard dash, finals—cadets and juniors  
 220-yard dash, finals—seniors

### Field Events

High jump—cadets	Shot-put (16 lb.)—seniors
High jump—juniors	Broad jump—cadets
High jump—seniors	Broad jump—juniors
Shot-put (12 lb.)—juniors	Broad jump—seniors

*An Intercity Playground Meet.* An annual intercity track and field meet under the sponsorship of a committee of recreation executives was held for many years in the middle west. The results, reported to the district office of the National Recreation Association by a specified date in midsummer, determined the district champions in the various events. Participation was limited to cities with a public playground program, and entries were supposed to represent all the playgrounds in the city. No contestant in a local meet was permitted to enter more than one event, except for the members of a relay team, who could compete in one other event. Cities held preliminary meets to reduce their list of entries to six finalists in each event. Specific rules were issued governing the conduct of each event, and an arbitration committee passed on all questions of interpretation of these rules.

Boys and girls were eligible to compete in the various classes, provided they were of the ages indicated, up to September first:



Juvenile—12 and 13 years

Junior—14 and 15 years

Intermediate—16 and 17 years

The events were selected as being most satisfactory for boys and girls of these age groups and are therefore suitable for neighborhood or city-wide meets. They were:

Juvenile Boys

50-yard dash

Running broad jump

Running high jump

300-yard relay race (6 boys)

10 trips (3 boys)

Junior Boys

75-yard dash

Running broad jump

Running high jump

450-yard relay (6 boys)

10 trips (3 boys)

Intermediate Boys

100-yard dash

Running broad jump

Running high jump

600-yard relay race (6 boys)

10 trips (3 boys)

Juvenile Girls

40-yard dash

Stick the peg

240-yard relay (6 girls)

10 trips (6 girls)

Junior Girls

50-yard dash

Stick the peg

300-yard relay race (6 girls)

10 trips (3 girls)

Intermediate Girls

60-yard dash

Stick the peg

360-yard relay race (6 girls)

10 trips (3 girls)

*A Sports and Field Day.* This annual feature conducted by the Department of Recreation in Lansing, Michigan, is quite typical of inter-playground meets. It includes in addition to track and field events several team events and a few stunt races that appeal to boys who are not interested in formal competition. The playground team winning the highest number of points is awarded the Lansing Track Championship Trophy Cup, which it holds for one year. Competition is for boys only and contestants are not grouped into classes, as is generally done in order to equalize competition. The list of events and schedule of the meet follow:



Time	Event
1:30 P.M.	50-yard dash—preliminaries (limit, 2 entries from each group)
1:40 P.M.	Team standing broad jump (8 on team, total distance jumped is measured)
2:00 P.M.	100-yard dash — preliminaries (limit, 2 entries from each group)
2:10 P.M.	25-yard three-legged race (limit, 2 teams from each group)
2:20 P.M.	50-yard dash—finals
2:30 P.M.	25-yard sack race (limit, 2 entries from each group)
2:40 P.M.	100-yard dash—finals
2:50 P.M.	Tug of war (8 on a team, time limit elimination)
3:00 P.M.	440-yard relay race (4 on a team, each boy runs 110 yards)

*Cross-country Meets.* Cross-country running is not found in most municipal sports programs, but it merits a place wherever a suitable course is accessible and sufficient interest in the sport is evident. Because of its strenuous nature, this activity is not suitable for boys under 17, and all entrants should have a thorough medical examination before participating in cross-country competition. Meets are usually run over a course varying from three to seven miles in length, suitably marked by white, red and yellow flags which indicate a straight ahead course, a turn to the right or a turn to the left, respectively. Cross-country is usually conducted as a team sport, with a designated number of members of each team contributing to the team's score, although some races are run on the basis of individual competition. The cross-country team with the lowest score wins; first place counts one point; second place, two points, and so on. Contestants are grouped into two classes according to age in one city, in order to give the older runners a better chance to score.

### *Play Days*

The play day, usually conducted on the meet basis, includes such widely different types as the closing playground festival, the girls' color play day, the sports carnival, the neighborhood



or community celebration, the picnic and the program in which activities are related to skills in such games as softball. The programs of these various play days differ widely, but a few characteristics differentiate them from the formal meet. They include non-athletic events, play demonstrations and activities in which fun rather than competition predominates. Large numbers usually take part, often on an informal group basis, and previous practice is not essential to successful participation in some of the events. The few examples that follow illustrate several types of play day programs and suggest the many possibilities such occasions afford for providing enjoyment for large numbers of participants and spectators.

*A Recreation Fair.* This city-wide, all day affair held in Oakland, California, typifies the sort of program that can serve as the culmination of the summer playground season. Although championships in pentathlon and play day events were included in the program, mass games, fun events, exhibits of articles made on the playgrounds and a "feed" gave it an air of informality and a wide appeal. Participation in the championship events was restricted to first and second place winners in three classifications, for both boys and girls, in intra-playground competition. Advance lists of the twelve entrants in these events were submitted by each director. In addition to these entries, however, groups from the playgrounds took part in the mass games and cheered their representatives in the championship events. A registration center was set up where playground groups reported on arriving and received instructions for the disposal of their children, the assignments to mass games and seating arrangements.

The Schedule of Events follows:

1. 10:00 A.M. to 11:15 A.M.

Playgrounds report to registration area before 10:00 A.M. and are then assigned to mass games:

For boys—Half-court basketball and touch football.

For boys and girls—Softball, volley ball, kickball, paddle handball and low organized games.

2. 11:30 A.M. to 12:00 Noon.

Mass game participants become spectators for tumbling and folk dancing exhibition.



3. 12:00 Noon to 12:30 P.M.  
Lunch period under supervision of playground directors in specified areas.
4. 12:30 P.M. to 12:55 P.M.  
All-city fun events races (Restricted to division champions).  
Three-legged race, sack race and water cup race.
5. 1:00 P.M. to 3:00 P.M.  
Boys' Pentathlon Events (Championship):  
50-yard dash, football throw for accuracy, basketball free throw, softball throw for distance and standing broad jump.  
Girls' Play Day Events (Championship):  
Soccer kick for distance, standing high jump, 35-yard dash, softball throw for distance and basketball free throw.
6. 3:05 P.M. to 3:30 P.M.  
Presentation of awards.
7. 3:30 P.M. to 4:00 P.M.  
Watermelon feed.

*A Playground Festival.* Designed to show the people of this small city what was being done on its summer playgrounds from day to day, this festival in Glens Falls, New York, was in the nature of a review of typical playground activities. It was held in the early evening, so the parents could attend, near the end of the summer season. A program of this type affords excellent publicity for the playgrounds of a city. Individuals and groups from the various playgrounds took part, and the city band contributed its services. The following order of events, taken from the printed festival program, is typical of that used in playground demonstrations, except that boxing bouts are not approved by many authorities.

1. Active group games:  
Stunt relays, stride ball, Hawk and Chickens, Swat-em, dodge ball and Snatch the Handkerchief, demonstrated by six groups.
2. Highly organized, competitive team games:  
Schlagball, volley ball and softball games.
3. Rhythmic and imitative games:  
Looby Loo, the Snail, On the Bridge of Avignon and Brownie Redowa.
4. Boxing: Three exhibition three-round bouts.
5. Stunts: Pyramid building and gymnastic stunts.
6. Archery: Demonstration by boys and girls.



7. Handicraft: Flights by three best model planes made during summer.
8. Relay races.
9. Land drill by life-saving corps.
10. Presentation of tennis trophies.
11. Finale: "Glens Falls," flag salute and "The Star-Spangled Banner."

*A Fourth of July Program.* Independence Day is the occasion in many cities for conducting a community celebration in which informal sports events are a part of the program. Special events for veterans and fun-provoking races and contests for all ages characterize the program of such a celebration in Berkeley, California. An affair of this type attracts the entire family and is appropriate for either neighborhood or community-wide programs. Rules for the events should be clearly announced and enforced but the events should be conducted in a manner that will give a maximum of enjoyment to participants and spectators alike. The program, which was held in one of Berkeley's parks, follows:

#### Special Events

1. Tug-o'-War—Legionnaires vs. Veterans of Foreign Wars
2. Veterans' wheelbarrow race
3. Balloon boxing championship
  - a. Juniors
  - b. Men

#### Races

1. Fourth of July dash—30 yards, boys and girls under six
2. Shoe race, boys under ten
3. Potato jabbing race, girls under ten
4. Veterans' javelin throw for distance, using shuttlecock
5. Women's auxiliary laundry race
6. Take away race, boys ten to twelve
7. Rolling hoop race, mother and daughter
  - a. Mother
  - b. Daughter
8. Shuttle race, girls ten to twelve
9. Jump rope race, boys and girls twelve to fourteen
  - a. Girls
  - b. Boys
10. Batting for distance (badminton), women
11. Happy Hooligan race, men over 200 lbs.
12. Ball toss and catch relay, father and son
  - a. Father
  - b. Son



13. Block race, boys over fourteen
14. Balloon busting contest, girls over fourteen
15. Egg passing, man and wife
16. Honeymoon race—couples—Yale lock
  - a. Men
  - b. Ladies

Checkers, horseshoes, ping pong, basketball, badminton and volleyball were available for use at the park, and tennis courts were open for play throughout the day.

*An Annual Play Festival.* A city-wide festival, the climax to the playground season, has been held each year for a quarter of a century in Memphis, Tennessee. The programs have been outstanding for the variety and interest of the featured events, the wide participation in the scheduled activities, the effectiveness of the organization and the unusual degree to which the spirit of play has prevailed throughout. Street cars are used to transport children between their playground and the city park where the festival is held. Each playground has an exhibition tent which flies the American Flag and the playground's colors, and the tents are erected around three sides of a central field which is roped off and used for the athletic events. Along the fourth side of the field are five tents that serve respectively as headquarters, hospital and places for checking lunches and lost children, for creative play judging and for sand modeling. As the following brief description of the 1945 festival indicates, a play day of this type requires elaborate preparation and a large well-trained group of leaders to assure its success. It provides an objective for many day-by-day activities throughout the summer and if well conducted demonstrates to the public the value of the playground program.

The morning was devoted to a program of athletic games, in each of which teams representing two playgrounds took part. These games, which decided the city championships, were:

- Senior girls—volley ball, paddle tennis, softball
- Intermediate girls—end ball, softball
- Junior girls—bound ball, cricket ball
- Senior boys—softball
- Advanced intermediate boys—softball, volley ball, horseshoes
- Intermediate boys—batball
- Junior boys—dodge ball, horseshoes



After lunch an "Olympic Parade" of all playground athletes was held, an Olympic runner presented the Park Commission Banner to the champion playground for the current season, and all the playground children present repeated the Olympic Oath. Championship track and field events were then conducted as follows:

Senior girls—60-yard dash, 60-yard shuttle relay  
Intermediate girls—50-yard dash, 50-yard shuttle relay  
Junior girls—40-yard dash, 40-yard shuttle relay  
Senior boys—75-yard dash, 75-yard shuttle relay  
Advanced Intermediate boys—60-yard dash, 60-yard shuttle relay  
Intermediate boys—50-yard dash, 50-yard shuttle relay  
Junior boys—40-yard dash, 40-yard leap frog race

At the conclusion of the athletic events, the scene shifted to a lake in the park. There a parade of boats made by the playground children took place, playground awards were distributed, district winners in a safety oratorical and song contest competed for top honors, the Tin Can King and Queen were crowned, and a pageant in which hundreds of playground children took part was presented. A competitive flag lowering completed the program after which the children and their leaders boarded the street cars and returned to their homes.

### *Indoor Programs*

Most track and field meets and play day programs conducted by community agencies are held out of doors. Reasons for this are that many communities do not have suitable facilities for indoor meets and that most people who engage in track and field and related activities prefer to do so out of doors. Indoor meets have a place in the community program, however, where there are suitable facilities and sufficient interest. Three widely different indoor programs, primarily of the play day type, are described in the pages that follow.

*Annual Girls' Sports and Games Day.* Each fall the Recreation Department of the District of Columbia conducts a play day in one of the junior high schools. Girls from four "regions" or sections compete, each of which has its own color. The pro-



gram includes team games and group activities and is of a type that can be held in any community with a fair sized gymnasium. Except for ping pong and shuffleboard, which are played in the recreation rooms at the school, all activities are held in the main gymnasium. Children bring their lunches and enjoy an indoor picnic. Officials are selected in advance for each event, and committees are appointed on safety, equipment, markers, refreshments and music. A program such as the one which follows is especially valuable if held during a season of the year when opportunities for outdoor play are limited:

- 10:00 A.M. Assemble in main gymnasium
- 10:30 A.M. Singing—Flag Salute—Music
- 11:00 A.M. *Relays*
  - a. Hopping—elementary level
  - b. Chair fold relay—junior high level
- 11:20 A.M. *Circle Dodge*—junior high level
  - a. Region I vs. Region H
  - b. Region G vs. Region K
  - (above winners play off for finals)
- 11:55 A.M. *Going to Jerusalem*—elementary level  
*Softball Bowling*—junior high level
- 1:00 P.M. *Circle Dodge*—elementary level
  - a. Region H vs. Region K
  - b. Region I vs. Region G
  - (above winners play off for finals)
- 1:35 P.M. *Kick Baseball*—junior high level
  - a. Region G vs. Region H
  - b. Region K vs. Region I
  - (above winners play off for finals)
- 2:00 P.M. *Volley Ball*—junior high level
  - a. Region K vs. Region H
  - b. Region I vs. Region G
- senior high level
  - a. Region H vs. Region I
  - b. Region G vs. Region K
  - (above winners in each level play off for finals)
- Ping Pong*—senior high and college levels
- Shuffleboard*—senior high and college levels
- 3:15 P.M. *Badminton*  
*Softball Bowling*
  - a. senior high level—4 alleys
  - b. college level—4 alleys



*An Indoor Sports Carnival.* Each year the Industrial Athletic Association of Metropolitan Oakland stages a carnival in the municipal auditorium, which is large enough to enable several groups to be in action at one time and also to accommodate a large number of spectators. A Sports Carnival Committee selected from members of the Association, with the assistance of the city supervisors of industrial recreation, supervises and directs the carnival. Subcommittees are responsible for such features as radio, ceremonies, properties, athletic events, program distribution, ushers, officials, judges, entries and first aid. A carnival of this sort provides the highlight of the year and demonstrates many of the activities that comprise the Association's sports program. It is a valuable feature in any city with suitable facilities.

The carnival events are varied from year to year by the introduction of a few novel features, but the following program is typical:

- 8:00 P.M. Opening ceremony and sports parade
- 8:45 P.M. Women's softball (2 courts)
- 9:00 P.M. Men's relay (first and second heats)
- 9:15 P.M. Pushball contest (several industries participating)
- 9:25 P.M. Women's stunt relay
- 9:35 P.M. Men's volley ball (6 courts)
- 9:35 P.M. ~~W~~Women's volley ball (6 courts)
- 9:45 P.M. Boxing (3 rings)
- 9:55 P.M. "Ladies of the Court" (basketball as played in 1892)
- 10:05 P.M. Men's basketball (2 courts)
- 10:05 P.M. Women's basketball (2 courts)
- 10:20 P.M. Men's relay finals
- 10:30 P.M. Closing ceremony and announcement of sports parade winners

*Women's Sports Night.* Designed as a get-together for the participants in the women's athletic program sponsored by the Milwaukee Recreation Department, the annual Sports Night provides both social and athletic features. An occasion of this sort enables women who engage in various forms of sport to meet and enjoy their common interest without the tension that characterizes so many events where championships or league standings are at stake. It helps develop a sense of unity among



the women interested in sport. The program of one of these sports nights, held in a high school gymnasium, follows:

1. "Sports Girls" of 1905 vs. 1945  
Individuals portrayed 1905 and 1945 gym girl, swimmer, rider, golfer, croquet and party girl
2. Volley ball game  
State champ vs. second place winner
3. Square dancing
4. Basketball game  
"All-City" vs. champs—Major AAA league
5. Polish Dance Circle Group, representing one of the social centers
6. Basketball game  
"All-City" vs. champs—Industrial AA league

### PICNICS

The picnic is a type of play day in which formal athletic events have little place, the spirit of fun predominates and in which competition is rarely between organized teams or individuals who have qualified for the events on the program. There is perhaps no form of sports event in which winning is of less significance than the picnic contest. The success of a picnic is determined primarily by the extent to which everyone present has a good time.

Picnics are often held for limited groups, but the community picnic, in which people of all ages, including family groups, are present, is one of the most popular and common types. Many of the factors involved in planning a successful meet described early in this chapter apply equally to the picnic, but the following hints are especially applicable to picnic planning.

#### *Planning Hints*

1. Select a site with suitable facilities for accommodating the group.
2. Arrange satisfactory transportation to and from the site.
3. Discourage expensive prizes.
4. Arrange for shelter in case of rain. Much confusion results when a shower comes up. Be prepared. Have an under-shelter program ready.



5. A public address system is helpful.
6. Always have a first-aid kit on hand—at large picnics provide a first-aid station.
7. Be sure everyone is included, in arranging the program.
8. Use get-acquainted games to encourage participation.
9. Eliminate eating contests (watermelon and pie, for example), which often have unhappy consequences.
10. Secure the services of a trained leader to conduct the program; the results are better and cooperation is more easily obtained.
11. If a speaking and musical program is desirable, keep it short and snappy. Picnics call for action.
12. Use tact in asking people to enter contests. If approached correctly they will usually participate.
13. "It pays to advertise" applies to picnics. Talk it up for weeks in advance.
14. Have a guessing contest and don't announce the winner until the close of the picnic. This keeps the crowd to the end.
15. Provide badges for officials.

### *Selecting Activities*

Although the activities should be selected to meet the desires and interests of the particular group, a few program suggestions are offered, based on the experience of recreation departments in conducting picnics for large community groups.

1. Include activities that afford much fun but require little physical exertion. Adults, especially women, do not care to take part in games requiring strenuous activity.
2. Use novelty events and relays rather than running races, which have only limited interest and which only a few individuals with special ability can hope to win. Running is dangerous for men and women above a certain age. Fat men's races should never be permitted.
3. Stress group contests rather than individual competition. This enables more people to win and it gives them greater confidence than when competing alone. People are also conscious of the support of the other members of the team or group.
4. Include events that are interesting to spectators as well as to



participants, since many picnics are so large that all cannot take part in the events. Most people at a picnic would rather see a rolling pin contest than a baseball throw for distance, or a pie plate throwing contest than a discus event.

5. Select activities that are appropriate to the age and sex of all competing groups. Some activities have an almost universal appeal, but others are enjoyed by only a limited age group.

6. Plan events that utilize the facilities available at the picnic area, such as a bathing beach, athletic field, roller skating rink, swimming pool or picnic grove.

7. Select games that may be played with a minimum of play equipment; otherwise the playing kit may require so much material that it becomes a burden.

### *Popular Activities*

The following few activities are popular with the groups indicated; some of them can be used successfully with any type of group.

*All Groups.* Guessing stunts, such as the number of beans or kisses in a jar, or the weight of an individual; singing, horse-shoe pitching, swimming; croquet and games such as, dart throwing, ring toss or rope quoits.

*Children Under Six.* Scramble for peanuts or candy kisses; rabbit hop, rolling races.

*Children Six to Eight.* Kiddie car race, scrambles, treasure hunt, simple short stunt races, pushing balloons, squirtel-in-tree.

*Children Nine to Twelve.* Sack relay, hoop rolling, potato race, egg and spoon race, rooster fight, bean bag balance relay, Siamese twin, duck waddle.

*Children Thirteen to Sixteen.* Crab race, obstacle race, hoop rolling relay, dodge ball, all-up relay, elephant walk, cock fight, ball kicking relay, shoe race.



*Women.* Peanut balancing, clothes line race, Volstead race, button sewing contest, folding chair relay, nail driving, Happy Hooligan, rolling pin throwing, husband calling, slipper kick.

*Men.* Hog calling, horse and rider, shoe race, broom hockey, egg throwing, kiddie car race, sedan relay, leap frog relay, tire changing, bottle filling, bottle balance.

*Men and Women.* Cracker feeding, needle threading race, wedding journey, spooning race, Houdini race, matchbox passing, blindfold chariot race, coat race, necktie race.

Many of the games, stunts and contests described in Chapter XV are well suited to picnic programs, and where swimming facilities are available the water games and stunts described in Chapter XIV are applicable. "The Picnic Book," available from the National Recreation Association, contains detailed information on picnic problems and programs.

It has been suggested that the picnic program may well start off with adult games such as softball or volley ball, as soon as sufficient players have arrived. The late comers will enjoy watching the games. As people arrive they may be given an opportunity to take part in a guessing contest—how many nails or beans are in a jar, for example—or to accept a number for a drawing contest to be featured later in the program. Games and stunts for younger children can come early in the program, since the boys and girls need little urging to take part. Since women are sometimes more reluctant than men to participate, it may be well to schedule events in which men and women participate together before the games in which the women alone are to take part. Activities in which the entire group has a major interest may be placed near the end of the program.



# PART FOUR

## CHAPTER X

### *Leaders and Officials* ~

Leadership is the greatest single factor in determining the success or failure of a community sports program. With capable and enthusiastic leaders a program is bound to succeed; with weak and ineffective leadership it has little chance of success. This is true whether the program consists merely of a community softball league or comprises a wide range of sports. Competent leadership is equally important in the large city with a staff of paid workers as in the small community where the program is conducted by volunteer leaders. Success as a leader is determined by the individual's qualifications and experience, regardless of whether he is paid or contributes his services. Qualified persons can often be found who will give satisfactory part-time service without pay as leaders or instructors in a particular sport, but a comprehensive community sports program requires specially trained leadership personnel employed on a full-time year-round basis. The recruiting and supervision of the leaders—paid and volunteer—is one of the most important duties of sports authorities. A number of problems relating to leaders and officials are considered in this chapter.



### LEADERSHIP FUNCTIONS

Among the various functions of sports leaders are promoting interest in activities, organizing groups for sport, planning and conducting programs, securing and supervising facilities, teaching sports skills, raising standards of competition and helping people attain the maximum value from sports, as participants or spectators. In comparison with sports leaders, officials serve the rather limited function of controlling, supervising and scoring contests in sport. Before describing the specific duties of several types of sports leaders consideration will be given to a few major aspects of their work.

#### *The Leader as Organizer*

In cities with a highly developed sports program the chief duties of sports personnel are related to the administration and supervision of the activities and of the facilities used for sport. Part of the leader's time, however, should be devoted to the role of organizer. He needs to extend the services of the department to more and more people, to discover interests and provide outlets for them, to help form sports groups and to initiate activities that appeal to individuals not participating in the program. If a community where the program is being started, organization is likely to be the leader's primary function. Individuals and groups already enthusiastic about sports will be reached easily, but many who would benefit greatly from the new program will be drawn into the activities only if the leader takes the initiative in enlisting their interest and participation. The importance of the sports organizer is illustrated in the statement that follows, based upon experience in setting up a successful sports program for young men between the ages of eighteen and twenty in a large city.<sup>1</sup>

I believe recreation systems must come to realize that to make these programs reach this group they must employ someone who is an organizer and visits these young men at their "hang-outs," their clubrooms, their street corners. It has been a high-powered salesmanship job to enlist 290 teams in Boston summer baseball,

<sup>1</sup> W. Duncan Russell. "Athletic Programs for Young Men," *Recreation*, October, 1931, p. 389.



and no one will realize what an extensive canvassing job it was to bring them in. It has been a help to organization in some instances to bring together a local committee in the different sports, made up of older men whose past sport records or prestige gave us an entree to the teams in their district. . . . But the most important point in our organization of these older boys has been, I believe, in meeting them on their own footing.

In regard to organizing personnel, we have been extremely fortunate in our work with these young men in Boston to have an organizer who has knowledge of street corner psychology, having gone through the mill himself. Because of his background he has been able to achieve results little short of phenomenal. His telephone conversations, his personal interviews concede everything to the team manager with whom he is talking but actually relinquish nothing. He meets them on their own ground, and has become so firmly established that there are few teams in any sport in the city who do not know just exactly where they stand with him. He holds the teams up to the highest standards of play and his decisions at critical times have weathered the strictest tests.

### *The Leader as Example*

Another role of the leader is to set a standard for sportsmanship and conduct that will influence the attitudes and habits of the participants in the program. This role is especially significant in dealing with the children and young people, either as participants or spectators. The leader, more than any other factor, determines whether an activity helps children gain a finer sense of sportsmanship and fair play, or whether it actually contributes to unsportsmanlike attitudes and conduct. If the leader through his own actions demonstrates fairness, self control, courtesy and respect for the rules of the game, the individuals with whom he is working tend to do likewise. If, on the other hand, he plays favorites, loses his temper under stress, fails to respect the feelings and rights of others and encourages or permits violation of the rules, his influence is harmful. His example is certain to be contagious, especially if he is an outstanding athlete or excels in sport, as is sometimes the case.

The importance of the leader's example is repeatedly stressed in instructions to recreation leaders. Several of the rules relating to the conduct of inter-playground leagues, issued by the recrea-



tion department in Lansing, Michigan, apply to sports leaders.

1. Remember you are acting in the capacity of childhood leaders, not managers or coaches of professional teams; that the boys and girls on your team will reflect your attitude and conduct towards their opponents. Meet as *leaders*, not as opponents.

Encourage and *permit* your captains to act as leaders. When a team goes on the field, do not attempt to exercise control by signals—allow the captain to exercise his own initiative. .

2. Study the rules of all the games in which your children are participating. They look to you as the court of last resort.

3. Require standards of decency both as to conduct and *language* from your players and spectators.

5. See that your team, win or lose, parts on friendly terms with its opponents.

6. If the game is played on your grounds, remember that you and your children are hosts; the visiting team, guests. Treat them as you hope to be treated when your children are visiting.

### *The Leader as Coach*

Teaching game and sports skills is an important function of the specialist in sports, who devotes much of his time to the instruction of groups and the individuals composing them. The coaching of individuals or teams, on the other hand, is not considered a suitable activity for the paid sports leader. He is expected to promote the interests of the many participants in the department's program. A worker cannot impartially serve all for whom he is responsible if he serves as coach for a few. Furthermore, the demands on his time for the development of a sports-for-all program do not justify his giving a disproportionate share of his time and attention to a single team. The possible division of loyalty and conflict in policy that may result when an employee acts as coach are additional reasons why most recreation departments do not permit this practice.

### LEADERSHIP STANDARDS

Before recruiting and organizing a leadership staff, recreation authorities must determine the types of workers needed and the duties and qualifications of each. Valuable assistance in meeting



this problem is provided by *Personnel Standards in Recreation Leadership*,<sup>2</sup> a committee report based on years of experience in the selection and supervision of recreation workers. The following statements relating to the duties and qualifications of leaders are adapted largely from this publication.

### *Types of Positions*

Most recreation department workers in leadership positions, from the recreation executive to the student employed as an assistant on the summer playground, have a relationship to the sports program; some of them devote their entire working time to it. The recreation positions most closely related to sports are:

*Supervisor of Sports and Athletics.* This worker has the task of organizing and supervising a program of sports throughout the city. He may be responsible for the entire sports program of the department, for the city-wide activities only, for one or more particular types of sport, such as softball and bowling, or for city-wide sports for men or for women only.

*Supervisor of Aquatic Activities.* In cities with facilities that make possible a comprehensive aquatic program, this worker has full charge of the program and services relating to it.

*Manager of Special Facilities.* This person administers the facilities, staff and program at specialized centers such as the golf course, bathing beach, swimming pool or stadium. Since these facilities are used primarily for sport, this worker plays an important part in the total sports program of the community.

*Athletic Instructor or Specialist.* This worker usually gives his entire time to organizing, conducting or instructing groups in one or more forms of sport. Positions of this type include the instructor in swimming, archery or tennis, the golf professional and the gymnasium instructor. This type of leader may serve at one center or may divide his time among several.

<sup>2</sup> National Recreation Association, *Personnel Standards in Recreation Leadership*, 1949.



*Superintendent of Recreation.* This worker is responsible for the administration of the entire recreation program, including sports, even though many duties are delegated to members of his staff. In smaller cities he often also performs personally the functions of a supervisor of sports.

*General Supervisor.* In large cities the person in this position often serves as a deputy superintendent and is responsible for the entire program, including sports, in a district of the city. In other cases, the worker is in charge of the program at the playgrounds and indoor centers of the city, and therefore is responsible for the sports activities carried on in them.

*Playground or Recreation Center Director.* The person in this position has full charge of the operation of a playground, building or combined indoor-outdoor center. Part of his responsibility includes the planning and conduct of the sports program at the center, the maintenance of its facilities for sport, and the promotion of interest in sports among the people of the neighborhood. The sports program for children and youth is primarily conducted under the direction of this type of worker.

### *Duties of Leaders*

The duties of persons in the three types of positions primarily related to sports and the special requirements for each of these positions are indicated below.

*Supervisor of Sports and Athletics.* To plan, initiate, organize and supervise a program of sports throughout the city; to assist in the organization of city-wide associations for the promotion of interest in particular sports and to give guidance to them; to advise in the planning and conduct of a program of games and athletics at the outdoor and indoor centers of the department; to assist in the training of leaders and sports officials; to recruit volunteer leaders for the sports program; to cooperate with other public and private agencies in the city in promoting a sports program, in raising standards of athletic competition and in stimulating wide participation in athletic activities.



The duties of such a worker are more specifically detailed in a statement relative to the Commissioner of Amateur Sports in Baltimore, as follows:

To organize leagues and tournaments; to prepare schedules of games and contests; to announce the opening day of each sport; to arrange for playing fields and courts; to secure permits for same; to supervise and assign umpires and referees; to register all players; to collect and deposit all required fees; to keep full and complete financial records of each sport; to rule on all protests; to rule on the eligibility of all players; to keep a weekly record of the standing of teams and individuals in the various competitions; to arrange for newspaper, radio and other publicity.

*Supervisor of Aquatics.* The duties which this worker is called upon to perform are clearly outlined as follows by the recreation department in San Diego, California:

Under administrative direction, he plans, organizes and supervises the aquatic activities for children and adults in the recreational program and, in addition to other duties that may be assigned, is primarily responsible for the following: (1) To direct the activities and supervise the operation and maintenance of the beaches, bath houses and swimming pools; (2) to organize a program of boating, swimming, first aid, water sports, surf fishing, beach activities and swimming instruction on a city-wide basis; (3) to make studies, researches, investigations, reports and recommendations concerning program material; (4) to keep records and make reports of aquatic activities to central office; (5) to direct and supervise the lifeguards and other related employees in all phases of their work, with special emphasis on enforcing rules, regulations and provisions governing the conduct and safety of individuals upon public beaches and in swimming pools; (6) to assemble publicity material relative to activities sponsored by the department; (7) to represent the department at meetings and conferences and advise with and assist individuals and groups pertaining to aquatic activities.

*Athletic Instructor or Specialist.* His duties are to organize and conduct classes in one or more sports activities; to serve as advisor, coach or instructor for groups formed to participate in sports; to instruct members of the department staff and volunteer leaders, and to assist them in their sports programs; to



organize and direct tournaments, meets or special programs; to advise on materials, equipment and other supplies necessary in the sports program; to encourage participation in various forms of sport.

### *Qualifications*

A knowledge of games and sports and ability and experience as a participant, instructor and organizer are obvious requirements for most types of leadership in sport. Equally essential, however, are general qualifications as to personality, attitudes and character. Recreation departments and other agencies should seek leaders who exemplify the qualities and traits which they desire to see developed in the persons who take part in the sports program. Because children and young people tend to regard as a hero and to imitate the leader who excels in sport, only persons who have the personal qualities that merit emulation should be chosen as leaders. A brilliant athlete without these qualities is a liability; only leaders with sterling character and personal integrity can produce the desired results.

*General.* The following list of qualifications considered highly desirable or essential for all recreation leadership positions apply equally to leaders in sports.

- A sense of the worth and dignity of every human being
- An understanding of the interests and needs of people
- A personal realization and understanding of the joy of life and of the art of living
- A sense of humor
- A desire to serve
- A concern with the growth and development of individuals
- A sympathetic attitude toward others' opinions and personalities
- A keen and understanding mind
- An ability to lead democratically
- A belief in self-government, for democracy in recreation
- Sterling character and personal integrity
- A pleasing, friendly personality
- Organizing ability
- Productive energy and enthusiasm
- Ability to get along with people
- Good health



Rarely can a person be found who has all these qualifications, and the community that relies on volunteer leaders cannot expect them to measure up to all the qualities in the list. Nothing is more important to the success of the program, however, than finding leaders who meet these standards and who also have the special qualifications for the type of leadership position for which they are employed.

*Special.* In addition to the general qualifications desirable in all recreation leaders, workers specifically concerned with sport need to possess skills and abilities essential to the satisfactory performance of their specific duties. Qualifications for three positions directly related to sports are listed here.

**Supervisor of Sports.** This worker must possess personal skills in several forms of athletic activity including team games and individual sports; devotion to the perpetuation and development of amateur ideals in sports; understanding and appreciation of gymnastics, highly organized athletics, simplified forms of athletic games and informal activities suitable for indoor and outdoor recreation centers; knowledge of methods used and skill in organizing and promoting participation in leagues, tournaments, contests, exhibitions and mass competitions; knowledge of first aid and health education; belief in the principle of "athletics for all"; knowledge of age and sex adaptations of activity programs to conform to physiological needs, capacities and interests of various groups; temperamental stability and ability to retain a non-partisan attitude. Successful experience as a recreation center director, teacher of physical education or athletic instructor is desirable.

**Supervisor of Aquatics.** This worker needs to possess much the same qualifications as the supervisor of sports. In addition he needs to be thoroughly familiar with all phases of aquatics; he must have the ability to manage and enforce discipline among his lifeguards and other workers, and a knowledge of water sanitation methods. He must also be something of a promoter and a business man.

**Athletic Instructor or Specialist.** He must have ability to



enlist interest in, organize, and successfully teach some special type of sport (usually this requires personal skill in it); a readiness to adapt teaching methods to the ability and capacity of the group engaging in the activity and to relate it to other phases of the program; a willingness to promote and conduct the particular activity in accordance with the standards and ideals of the recreation department; the personality, attitudes, and skills that will arouse and sustain interest and joy in the activity for its own sake, and will help participants to attain greater skills and satisfactions.

### PERSONNEL PRACTICES

The recruiting of the needed workers is a function of the recreation authorities in many cities, but in others a municipal personnel department or a civil service commission performs it. Regardless of who is responsible for personnel functions, a successful sports program requires a staff that is selected fairly and wisely and that is paid an adequate rate for its services. A personnel policy that assures satisfactory working conditions, security and opportunities for advancement is also essential to the maintenance of an efficient leadership staff.

#### *Selection of Leaders*

A listing of the duties and qualifications for sports leaders has little value to a department unless it has a sound plan for the recruitment and appointment of its workers. Such a plan provides for adequate publicity concerning the positions that are open, an examination that fairly tests the candidates' fitness for the position, and employment of the person who is found to be best qualified.

*Examinations.* Only persons who meet specified minimum requirements as to age, education, successful experience, citizenship and other factors are allowed to take the examination for recreation positions in most cities. Evidence of good health is often a prerequisite to further tests; in any case the applicant should give evidence that he is physically capable of perform-



ing his duties, before he is employed. Tests of an applicant's fitness for a position usually consist of three parts. One is a written test designed to reveal the candidate's knowledge of the field with which he needs to be familiar, his understanding of its relationships to other fields, and his ability to organize and express his thoughts in written form. The second part is a practical test requiring the applicant to perform specific tasks related to the position. Individuals who pass these two tests are then given a personal interview in which their personal qualifications, character, general fitness, mentality and ability to express themselves are observed and rated. The applicant's references as to education and experience can also be appraised during the interview. The relative weight assigned to the parts of the examination varies according to the nature of the position. The written test usually counts heavily in the selection of a superintendent of recreation or the manager of a golf course or swimming pool. The practical test is most highly rated in examining applicants for such positions as specialist or lifeguard.

*Written Tests.* True and false, completion or multiple choice questions are widely used in examinations for the specialist in sports and, to a lesser degree, for the sports supervisor. They usually relate to official rules for games, officiating, sports equipment, the organization of sports and the maintenance of sports areas. They should be designed to test the applicant's fitness to perform his duties on the job and only questions that have one correct answer should be used. Typical questions are:

*True-False*

The distance between bases in softball is 60 feet.

A runner in softball cannot score from third on a wild pitch.

In basketball it is not possible to call a personal foul if there is no personal contact.

Any member of a volley ball team may spike the ball.

The 440-yard swim is an approved event for interscholastic competition.

The soccer goal posts are ten feet high.

In touch football it is a foul to use the hand in blocking.

While presiding over a meeting, conducted according to parliamentary rules, the chairman has the same right as others to take part in the debate.



*Multiple-Choice*

The ladder tournament is used to advantage in (1) baseball, (2) horseshoe pitching, (3) track and field events, (4) swimming. Participants in (1) softball, (2) track events, (3) golf, (4) volley ball should be required to take a medical examination.

Participation by young men and young women together should be encouraged in (1) track and field events, (2) basketball, (3) baseball, (4) volley ball.

*Completion*

The dimensions of a doubles tennis court are \_\_\_\_\_.

In an elimination tournament with eleven entries, the number of byes in the first round will be \_\_\_\_\_.

The minimum number of teams that make possible satisfactory round robin play in baseball is \_\_\_\_\_.

The official in charge of a soccer game is the \_\_\_\_\_.

Protests over a league game should be settled by \_\_\_\_\_.

A course of instruction for beginners in tennis should include the following subjects: \_\_\_\_\_.

Detailed questions of the type listed above are not adequate to test the knowledge or ability of a person seeking the position of supervisor of sports. In order to judge the applicant's fitness to perform the various functions involved in such a position, additional questions are generally asked that give him an opportunity to demonstrate his competence to perform these functions. The following questions have been used:

Give the reasons why a system of recreation should be supported from taxes and how a program of athletics fulfills these reasons.

What elements enter into the financing of an adult league of baseball, and in what ways can this financing be met in a public recreation program?

The Supervisor of Athletics is ex-officio secretary of a number of committees responsible for numerous athletic activities. What part should he play on these committees?

Write a two-hundred-word newspaper account of a close basketball game which decides the winner of an industrial league.

Should tangible awards or rewards for winning in athletic contests be reduced to a minimum? Discuss.

Why are physical activities predominant in recreation programs?

Outline fully an ideal program of athletics for (name of city) with the plan of organization and staff indicated.



Discuss fully the steps to be taken in the organization of an athletic program in a large industry from the first contact to the first game.

Examinations for other positions related to sports vary according to the nature of the position. Candidates for the position of playground or center director, for example, are usually asked one or more questions designed to reveal their knowledge of activities suitable for people of different ages, their familiarity with common methods of organizing and conducting forms of sport and their understanding of the relationship of games and sports to the other features of the playground or center program. Examinations for the position of supervisor of special facilities, on the other hand, commonly include questions relating to the organization and conduct of major sports events, publicity methods, maintenance operations and the handling of large crowds.

*A Test for Swimming Guards.* The lifeguard is not commonly considered a sports leader, although in many cities one of his duties is to conduct swimming classes. He does play an important role in assuring the success of the aquatics program, and the selection of a corps of competent guards is exceedingly important. In Los Angeles, which operates many swimming pools, candidates for the position of guard must meet the following qualifications, among others, before they are permitted to take the test:

1. Eighteen years of age
2. Must possess a standard Red Cross Life Saving certificate
3. Must possess a standard Red Cross First Aid Certificate
4. Must pass a medical test by the Department Physician and possess
  - a. Sound hearing
  - b. Good eyesight
  - c. No hernia or other organic defect or lesion
  - d. Freedom from any venereal or skin disease
  - e. Freedom from any heart defects
  - f. Have a good functional physical appearance

Applicants who meet the preceding qualifications are required to take the following tests:

1. Four-hundred-meter swim for time. This tests the general efficiency of the man as a swimmer and is also an endurance event. Nine minutes is the maximum time allowed.



**2. Technique of artificial respiration.**

3. **Breaking holds.** The candidate must attempt to break two front strangle holds, two back strangle holds and two double wrist holds. Determination not to give up is rated high in this event, and a candidate who lacks proper aggressiveness is eliminated.

4. **Approaches and carries.** Tests comprise a front approach and head carry, underwater approach and chin carry and rear approach and head carry.

5. **Recovery of object.** The candidate recovers a ten-pound weight in seventeen feet of water; once from the bank, next from a surface dive, and last by swimming out to it, and surface diving.

6. **Oral test.** A quiz designed to reveal the candidate's reaction to specific situations, understanding of simple first-aid techniques and aquatic information. He must know the department's emergency phone numbers and be familiar with pool hazards.

***Other Procedures***

The quality of the work performed by sports leaders depends in no small measure upon the conditions affecting their employment. Like other workers they are entitled to reasonable security of tenure as long as they render satisfactory service and to protection against arbitrary dismissal, through the opportunity to appeal such action. The possibility of advancement to positions of a higher grade or of promotion within the department, coupled with an adequate compensation plan, helps assure continuity of service. Sports leaders are occasionally called upon to serve longer hours than are required in other departments and are often on duty when other people are enjoying periods of leisure. In order to maintain their efficiency and morale they should receive recognition for work well done and be given opportunities for growth through in-service training programs. They are entitled to the same benefits in the form of sick leaves, vacations, accident compensation and retirement as other public employees.

Recreation departments, on the other hand, rightfully expect their workers will at all times be loyal to the objectives of the program and refrain from any actions that might arouse criticism or bring reproach to the department. Regulations governing the conduct of employees include several that have a special application to sports leaders, such as:



Workers are not to handle athletic goods, trophies, medals or any other merchandise for resale for profit.

No worker, without permission, is to appear in the role of a "coach."

No full-time worker is to serve as a paid or volunteer official at adult sports where the activity is being conducted by or under the jurisdiction of the department.

Employees are not permitted to smoke in any recreation center, playground or swimming pool, while on duty.

No full-time employee shall be identified with, as manager, official, director or promoter, any activity identical to those promoted by the department and using its facilities, but not under its jurisdiction.

Employees serving in a leadership capacity are not to have special privileges in the use of the department's facilities at any time.

### OFFICIALS

Every game, match, contest or meet, unless carried on informally and without concern as to the outcome, requires the services of one or more officials. The official is the person who judges the play, enforces the rules, applies the penalties and certifies the outcome of the events. His role affects both participants and spectators; the selection of competent officials is therefore a most important part of the process of conducting a sports program. The official must be a gentleman at all times—off the field or court as well as on it.

The function of officiating and the qualities indispensable in good officiating have been defined as follows, and although the statement was directed toward women officials, it is equally applicable to men.

The official is the person who holds authority at the most crucial stages of competitive play. This fact makes it imperative that she be qualified, personally and professionally, in the strictest terms. She is the leader at the point where unforeseen situations can arise without warning. She decides the issues which are the culminating form of every interest which players have in the game. She is exposed to the criticism of both sides, and to that of any audience that may be present. She must therefore command the respect of participants and spectators.

Alertness, accuracy, and impartiality are the indispensable qualities of good officiating. In addition, the official should wear cloth-



ing appropriate to the activity and designed to distinguish her from the players. Her conduct before, during, and after the game should be such that she is in a position to sustain any challenge to her authority. She should regard her task as one of leadership with all the responsibilities which leadership entails.<sup>3</sup>

### *Duties*

The specific duties that officials are expected to perform have been clearly defined by some sports governing organizations. In a community sports program, however, officials' duties must sometimes be modified to meet local conditions. In fairness to players, officials and spectators, the duties should always be clearly stated in writing, and officials should be required to perform them with satisfaction. Because of the widespread popularity of baseball and softball and because umpires in these two sports have duties that are generally similar, the instructions to baseball umpires quoted below have a wide application. Some of these relating to personal conduct apply equally to other types of officials, although in most forms of sport officials have specific duties peculiar to the particular sport. An official's code defining duties of a sports official appears later in this chapter.

The Baseball Umpires' Association of Los Angeles has issued general instructions for umpires that will serve as a guide to any city in the adoption of rules for officials in community leagues. Some of these regulations are:

#### *Arrival for Game*

1. Arrive early enough to—
  - (a) Locate the managers prior to game time.
  - (b) Inspect markings on the playing field.
  - (c) Confer with other umpires.

#### *Before the Game*

1. Get dressed early.
2. Locate scorers.
3. Agree on special ground rules.
4. Be sure indicator is in working order.
5. Announce batteries in clear voice.

<sup>3</sup> National Section on Women's Athletics, *Standards for Athletics for Girls and Women*, pp. 28-29. 1936.



*During the Game*

1. See that substitutions are reported to scorers and announced.
2. Listen courteously to questions—not arguments—of captains.
3. Do not permit players to delay game by argument.
4. Stop game upon encroachment of crowd on playing field.
5. Try to anticipate possible plays so as to be ready to shift your position.
6. Make decisions promptly and firmly.
7. Do not “warn” players of infraction. Call penalties immediately—balks, interference and the like.

*At the End of the Game*

1. Check score with both scorers if there is not an Official Scorer. Make out your card and mail it so that it may be received at the office as soon as possible.
2. Report on your card any suspensions or infractions of discipline, and any notes you may think valuable.
3. Failure to report penalties will result in imposing penalty on umpire which player would have received. There must be no “shielding” players.
4. Keep away from teams at end of game.
5. Do not be drawn into discussions with spectators.
6. Do not criticize other officials. This is the most serious of all offenses.
7. Do not apologize for mistakes. We all make them.

Other suggestions for officials are:

Refrain from fraternizing with players or spectators before, during or after a game.

Talk with team managers or captains together; never separately.

Have a thorough working agreement with the other officials.

If you miss a play, don't try to make up for it on the next one.

Avoid calling plays too fast; otherwise it may be necessary to reverse your decision.

Keep your eye everlastingly on the ball.

Study the rules continuously. A thorough knowledge of them is one of your greatest assets.

Local practice differs as to the responsibility of the chief official at a game or contest for submitting a report and official score. The regulations should indicate clearly who is to submit the report and when and where it is to be filed. A typical report form for basketball referees is shown in Chapter XII.



*Training Methods*

Unless a city is fortunate enough to have a supply of well-trained and experienced officials, the recreation department may need to arrange training sessions or a sports clinic. Training courses are often conducted cooperatively with such groups as the board of education, local colleges or universities, YMCA or athletic clubs or associations. Instruction in the fundamentals of officiating a particular sport is the chief purpose of some courses; others are designed to offer officials an opportunity to secure the criticism and advice of nationally recognized authorities. Class sessions are devoted to such topics as rules interpretation, responsibilities of the various officials, offensive and defensive tactics, sportsmanship, and to demonstrations and actual practice in officiating. An examination is sometimes held at the end of a course or clinic, in which applicants are given both written and practical tests and are rated on their proficiency and knowledge. The Athletic Institute has issued two bulletins that contain many practical suggestions for conducting a training course for baseball umpires.<sup>4</sup>

In dealing with the subject of officiating the National Section on Women's Athletics states: "The minimum preparation for officiating is a thorough knowledge of the rules and regulations governing play. Unless these are so well mastered that they can be automatically applied, the official will fail to meet the necessity for instant judgment. In the split second in which she hesitates about a decision, or in the sense of insecurity which she will feel if she has judged incorrectly, her status will be endangered and her own confidence shaken. One means of habituating rules and regulations is to play the game. This will give the official not only direct practice in learning rules but also a firsthand sense of the participant's point of view."<sup>5</sup>

The best way of becoming a good official is to officiate. Attending athletic events, either as a participant or spectator, and serving as a member of committees in charge of meets and contests also afford valuable experience to the person who is interested in qualifying as an official.

<sup>4</sup>William B. Carpenter, *Suggested Course in Umpire Training and Selection and Training of Umpires*. Undated.

<sup>5</sup>National Section on Women's Athletics, *loc. cit.*, p. 28.



*Assigning and Paying Officials*

Methods of assigning and paying officials vary. The recreation authorities in a small community with a limited program requiring only a few officials will have little difficulty in arranging assignments. The organization of a comprehensive program with leagues playing in several classes, however, makes necessary a carefully worked out assignment plan. In cities with an officials' association, arrangements must be worked out cooperatively with the association and must be mutually satisfactory if the program is to be successful. Members of some associations are assigned to games and fields or courts by the municipal sports supervisor; in other cases the president of the officials' association makes the assignments. One association has an assignment secretary who is directly responsible for his duties to the municipal sports office; another has a commissioner who assigns officials on a rotation system. Recreation departments do not as a rule limit themselves to the exclusive use of members of the local officials' group, although "outside" officials are used infrequently in some cities.

The scale of fees is agreed upon by the officials' association and the department and is usually related to the rates prevailing in the region. The association in some cities actually pays the officials from its own funds and collects the fees from the individual teams, the sports association or the recreation department. Another method is for the officials to sign and submit a time sheet to the department, which pays them periodically, like its other workers. In cities where officials' fees are paid from league funds, either by the department or by a sports association, and where these are kept separate from departmental funds, it is customary for the officials to be paid on specified dates during the sports season.

*Rating*

Umpires and other officials are rated at the end of the sport season in some cities. Team managers, playground directors or others who have had an opportunity to observe the officials at work score them according to their proficiency, using forms



prepared for this purpose. Ratings may be general, such as very good, good, fair, poor and very poor, or they may evaluate the official on a number of qualities, such as punctuality, impartiality, knowledge of rules, decisive judgment, discipline and others. These ratings are useful in selecting officials for the ensuing season.

The American Baseball Congress has issued an *Umpire's Handbook*<sup>6</sup> which contains valuable suggestions to umpires as to the performance of their duties and also includes an examination which amateur umpires can take to determine their own strong and weak points. This self-rating test might well be given to individuals seeking assignments as umpire. Typical of the questions in such an examination are the following:

Name four types of plays where the umpire must be appealed to for a decision.

Under what conditions can a game continue with less than nine men on a team?

To whom may a coach address his remarks?

What are the umpire's duties before starting a game?

Describe at least four ways for a pitcher to balk.

A fairly batted ball hits first or third and then goes foul. Is it a fair or foul ball?

Can a base runner advance during the juggling of a fly ball?

The bulk of any examination of this sort consists of a series of descriptions of situations that can arise during the course of a game; in each case the correct umpire's ruling is called for.

### *Associations of Officials*

The training, rating, assigning and supervising of sports officials give rise to many problems in a city with a comprehensive sports program. The city-wide organization of a club, association or other group by the officials in a single sport or in several sports has proved a helpful means of handling such problems. Several of these groups have been organized on a county basis. Often sponsored or initiated by the recreation department, the officials' association works closely at all times with the supervisor of sports. Among its objects are to advance the cause of the sport, to maintain the highest possible standards

<sup>6</sup>The American Baseball Congress, *Umpire's Handbook*.



of officiating and to assure a fair basis for making assignments. Besides furnishing officials for the program, the organization may determine the official uniform to be worn by officials, supervise the training of members, maintain a classification or rating system for members, collect and disburse fees, establish rates of pay and sponsor special events such as a sports clinic or the annual sports banquet. Membership is usually restricted to individuals who are qualified by an official group after passing written examinations and field tests in officiating the sport. Probationary memberships are sometimes granted to individuals pending ratings by members with whom they are assigned for duty. The organization through its members is often affiliated with the national or international organization in the sport, such as the International Federation of Softball Umpires.

*An Officials' Code.* The preparation of a code of conduct is one means by which an organization of officials can achieve its objectives. The code becomes effective only if it is adhered to strictly by the organization and the recreation department. The adoption of penalties for the infraction of items in the code aids enforcement. The following code was adopted by the Municipal Officials' Association of Los Angeles. Violations of most of the items in this code are referred to the Association; failures to live up to items 13 to 17 inclusive are referred to the Association and the Recreation and Parks Department.

*An official shall:*

1. Appear for all assigned games with a complete official uniform in a neat and clean condition, upon which appears the official insignia.
2. Take complete control of the game and render prompt decisions.
3. Refrain from over-zealousness and abusive use of authority.
4. Be certified, retain an active membership in good standing in the Municipal Officials' Association.
5. Have a complete equipment—mask, protector, broom, indicator, and bat ring—at all assigned games.
6. Appear at all assigned games in sufficient time to—
  - a. Inspect playing field and bases
  - b. Obtain balls



- c. Have umpire's report card signed
- d. Check all bats and cleats
- e. Arrange ground rules
- 7. Consult other umpires when in doubt on a decision.
- 8. Not be guilty of criticizing or interfering with a decision of other umpire.
- 9. Endeavor to have teams hustle to positions between innings.
- 10. Not linger on the field or discuss game with ANY ONE.
- 11. Keep the field and benches clear of any but participants.
- 12. Enforce the entire *Players' Code of Conduct*<sup>7</sup> at all times.
- 13. a. Not fraternize with players, managers, or spectators at any time.
- b. Not at any time lay a hand upon, push, shove, or strike, or threaten to strike, a player, manager, or spectator.
- c. Not be guilty of abusive verbal attack upon any player, manager, or spectator.
- d. Not use profane, obscene or vulgar language in any manner or at any time.
- e. Not appear upon the field for an assignment at any time in an intoxicated condition.
- f. Not gamble upon the outcome of any play or game.
- g. Not smoke at any time during the game.
- h. Not discuss publicly with spectators any play, decision, or his personal opinion of players during the game except in reply to a request for information relative to progress or state of the game or to give the name of a player.
- 14. Always make every effort to appear after accepting an assignment.
- 15. Render complete and proper time sheets each pay period and umpire report cards for each game to the Municipal Sports Office promptly.
- 16. Report to the Executive Committee all unusual or irregular incidents occurring during a game upon the umpire report cards.
- 17. Upon a manager's protest, call time and announce to the opposing manager and spectators that the game is being played under protest, and make a complete written report to the Executive Committee regarding same.

<sup>7</sup>The *Players' Code of Conduct* is reproduced on page 89.



### *Women Officials*

Women are increasingly used as officials in sports programs for women and girls and this practice is recommended wherever women competent to do the job are available. The organization of a training program for women officials, possibly in cooperation with other agencies, is desirable in order to serve present needs and to meet the demand that expanding programs are likely to create. The question of officiating at girls' and women's games has been dealt with effectively as follows by the Committee quoted earlier in this chapter.

It is good practice to place women in official control of girls' and women's games. It is obvious that the difference in standard rules for men and women will handicap men officials. It is usually impractical for men to participate in the women's form of a game. Moreover, men are less certain to be aware of special considerations such as health safeguards which may enter into the management of a woman's game. But here again an invariable rule cannot be set. It is manifestly more desirable to engage the services of a competent official than to allow a game to be run badly by a woman. Under present conditions, there are comparatively few situations in which a competent woman official cannot be secured if the effort is made. Therefore, the use of men officials for women's games is justifiable only under exceptional circumstances, and then only when the man measures up to the qualifications set for proper officiating.\*

### VOLUNTEERS

No statement dealing with leaders and officials in the field of sport is complete that fails to take account of the services rendered by unpaid workers. The organization and administration of a community sports program are much too great a task to be performed by volunteers alone; on the other hand, few cities have sufficient funds to employ workers to perform the entire task. It is doubtful if there is a sports program in America that does not benefit from the service of volunteers. Community leagues and major sports events are sometimes organized and carried on without payment to any of the leaders or officials, but as a rule volunteers supplement the service of paid workers, except in small communities.

\*National Section on Women's Athletics, *loc. cit.*, p. 29.



### *Kinds of Volunteers*

The most common ways in which individuals contribute to the sports program are by serving as:

Member of a board, commission or committee having a continuing responsibility related to the program.

Member of a committee appointed to help with special events.

Team manager.

Instructor or coach.

Official.

Officer or leader in a club or organization.

Each of these types of service will be considered briefly.

*The Board Member.* In earlier chapters mention was made of several types of boards and committees which perform important functions in the field of sport. These include recreation or park boards, advisory sports committees, boards of arbitration, athletic commissions, and committees responsible for the determination of policies governing women's and girls' athletics or a specific phase of the program such as baseball, basketball, aquatics or winter sports. In selecting personnel for such groups the essential qualifications are personal integrity and a devotion to sport. Other desirable qualities are influence in the community and familiarity with sports problems. Representatives of sporting goods companies are not permitted to serve on such boards in some cities.

In addition to the policy-making or judicial bodies are the councils and committees responsible for the administration of programs in individual sports, such as softball or basketball. League officers, team representatives and individuals representing industry, the YMCA and other agencies participating in sports commonly have a place on such committees. The members of all these groups contribute to the sports program counsel, public interest and service that could not be obtained from paid workers alone. The recreation department that attempts to conduct its program without the help of such groups is missing an opportunity.

*The Special Committee Member.* Many special events, such as a tennis tournament, swimming meet, field day, winter sports



carnival or kite flying contest, can best be planned and conducted with the aid of a committee, as pointed out in preceding chapters. If members of the committee are selected with a view to their interest in the activity and their special fitness for performing a particular part of the committee's task, the work of the paid leader is lightened and the special abilities of the committee members assure a more successful event. The alert recreation department experiences little difficulty in enlisting volunteers for short term assignments of this type; in fact, for some individuals committee service in connection with sports events is as enjoyable as participation in the activities themselves.

*The Team Manager.* The team manager plays a key role in the sports program. If he knows his business he commands the confidence and respect of his players; his integrity and enthusiasm determine in large measure the satisfaction they gain from participation in the sport. The position of manager is sometimes filled by a member of the group, usually a non-playing member, but more frequently he is an individual who is older than the players, an enthusiast in the sport and anxious to assist a playing group. In some cases he is appointed by the team's sponsor; in others he is selected by the players themselves. On the manager rests the primary responsibility for the achievement and conduct of the team during the playing season.

*Qualifications.* No uniform set of qualifications for a team manager has been adopted, but the Portland, Oregon, Softball Association, sponsored by the local Bureau of Parks and Recreation, has issued the following suggestions which are typical and have met with the approval of the softball managers in that city.<sup>9</sup>

A good manager should have the following qualifications; if he does not, it is possible for him to acquire them:

1. Know your game, its rules of play, the techniques and strategies of the game. In most instances the manager has been a former player and is somewhat acquainted with the basic rules of the game, and usually knows how the game should be played and the general strategies involved.

<sup>9</sup> Portland Softball Association. *Softball Team Management and Leadership*, pp. 2-7. Undated.



2. Your role of manager now demands a much broader and more informed role than when you were a player. It is universally known that players never read the rule book. This should not be true of the manager. He should know the rules and their interpretations as well as the umpires do. If he doesn't, he is in no position to guide his team intelligently on the ball field. The first thing is to get an up-to-date rule book and study it. If you are still unsure of various interpretations, get official confirmation from somebody in authority to do so.

Know your game and the team will have confidence in you and your ability to direct it. You can do this by study.

Have a definite plan in mind for your team organization. A method of training is necessary.

This cardinal point is often overlooked by many managers: a good snappy workout is often more appreciated by the players than an actual game. In practice sessions, if conducted right, the fielders get plenty of practice and good physical exercise out of it. They enjoy the opportunity to handle the ball and to hit. Don't overlook this. Encourage your players to turn out and then give them a real workout. Have a plan.

- a. Line up your prospective players.
- b. Decide on place of practice, date and time. Be regular in your practices. Let everybody get the habit of a certain time, place and day.
- c. Know how much time you are going to spend on various phases of play. Work on weak spots. If your outfielders are weak on fly balls, give them plenty of time fielding fly balls. The same would be true of infielders. Hold your batting and bunting practice against medium fast pitching. Anybody can hit toss-ups.
- d. Build a team spirit through cooperation and fun. Don't be too hard a loser. If everybody is having a good time, chances are your team spirit is high.
- e. Have sufficient equipment to keep everybody busy. Use several balls for outfield and infield practice. Don't wait for missed balls.

3. Know the rules of your league and the organization of which you are a member. You cannot possibly guide your team intelligently on the field if you are not thoroughly informed on the league rulings.

- a. Know thoroughly the eligibility rules governing your players. See that they understand them also.



- b. Know the field and ground rules and proper procedure in cases of disputes or protests.
  - c. Attend the meetings of all managers. Know what the softball program is and has to offer.
  - d. Keep a copy of the league rulings always at hand.
4. Understand the philosophy of "sports for fun." You and your players are playing the game of softball for the fun and recreation you get out of it. The program is entirely amateur. Don't spoil it by paying any players.

Don't take your games as a life and death matter. Everybody likes to win but there must always be a loser and you will probably have to be one occasionally. Take it hard if you must, but take it good-naturedly anyway. Try to get some fun out of it yourself. There is no fancy salary to be lost if you don't have a winner.

Go easy on your sponsor's budget. Good sponsors are hard to get. Use color in your uniforms.

Have you a scorekeeper? If not, get one.

From time to time, make up a bulletin with batting and fielding averages. It helps in your team morale.

An occasional social function helps to keep the team together as a unit.

When the season is over, and your players come to you and say they have had a good time, then you can consider your season a success.

Duties. Among the typical duties of the team manager are the following:

Represent his team on the board of governors or advisory league body.

Attend all meetings of team managers.

Guarantee the eligibility of his players.

Secure and submit a signed roster or contract and individual registration cards for his players.

Enforce and secure adherence to league rules.

Provide the chief official with a sign-up sheet before the start of each game.

Have his team on hand and ready to play promptly.

Furnish ball or other specified equipment.

Provide officials, where so specified.

Keep spectators off the playing field.

Assure proper conduct of his players.

Make and file protests.

Fill out score sheets and turn in report of game.



Sign players' transfers and releases.

At the end of the season collect all equipment belonging to the team, or loaned to it, and report on its disposition.

*The Instructor or Coach.* Hundreds of individuals each year give their time to the instruction of groups organized to help the members acquire new skills in sport or become more proficient in them. They serve on the teaching staff of schools and clinics in individual and team sports; they teach individuals to ski, skate, dive or swim; they conduct group classes in tennis, golf or archery, and they help in the training of sports officials. These instructors are recruited from many sources; they include both professionals and amateur performers, athletes in schools and colleges, physical education leaders and other workers who volunteer for this service during their free time. The values of the instructors' services are fully realized only if the members of the classes are given an opportunity to enroll in existing player groups or if groups are formed in which they can use their newly acquired skills.

Coaching, as practiced widely in schools and colleges, plays a minor role in community sports programs and is conspicuously missing from many of its activities. The manager performs some of the functions of a coach but is often not qualified to do a formal coaching job. The playground director and sports instructor commonly offer advice and suggestions for improving their play to the teams under their direction, but they are seldom expected—or indeed, permitted—to perform the duties of a coach. An interested adult, sometimes a parent of one of the players or a former ball player living in the neighborhood, frequently acts as coach for a junior team, and this relationship is encouraged by some recreation departments. The use of men coaches for girls' and women's teams organized at playgrounds and indoor centers, on the other hand, is increasingly forbidden, although industrial teams in community leagues are sometimes permitted to have them. As more women and girls receive training and gain experience as coaches, the need for using men in this capacity will be eliminated.

*The Official.* Some communities are so fortunate as to have competent individuals who are willing to act as umpires or



scorekeepers for a baseball or basketball league throughout an entire season without compensation. As a rule, however, volunteer officials are more easily recruited for short-term service. Officials at community track and field meets, aquatic meets, play days and tennis tournaments commonly serve without pay. Every effort should be made to secure persons who are thoroughly qualified to perform their duties and who approximate the standards for paid officials. This is not always possible and a brief training program is sometimes necessary. In all cases the officials should receive specific instructions concerning their duties and should be permitted to serve only as long as these are performed in a satisfactory manner.

*The Club Officer or Leader.* Many sports activities, as pointed out in an earlier chapter, are organized on a club basis and are democratically managed. A paid employee of the recreation department is commonly assigned certain responsibilities with reference to the club, but most of the duties involved in its operation are performed by its officers or committees appointed from its membership. A hiking club, for example, in addition to its officers may have committees responsible respectively for membership, program, finance, publicity and hospitality. The success of the club, as can readily be understood, rests largely upon the manner in which these volunteers perform their duties. The values of democratic participation and of active participant interest are so great that the formation of clubs and organizations of this type is encouraged by most recreation authorities.

*The Junior Leader.* Extensive use of junior leaders is a characteristic of the playground sports program in several cities. Major values of this plan are the training in leadership which it affords to the boys and girls and the enlarged program which it makes possible. In Austin, Texas, the organization of boys' and girls' councils on the playgrounds has encouraged the development and use of junior leaders. Among the standing committees is the baseball committee which performs a variety of useful functions, including the following:

- Notify members of games
- Arrange for transportation
- Organize teams



Umpire games

Serve as scorers

Suggest rules and training methods

Serve as host

Similar tasks are performed by committees formed to assist with other branches of sport. Members of the councils also help with plans for inter-playground tournaments by running off preliminary tournaments to decide the winners at the individual playgrounds and by finding transportation for individuals who live at a distance from the areas where the tournaments are to be held. A wider use of junior leaders in the sports program is desirable.

### *Supervision Essential*

When a large corps of volunteers has been recruited and trained, if necessary, these workers cannot be left safely to their own devices. Problems and difficulties are certain to arise unless they receive careful and frequent supervision from the paid leaders. Care must be taken to see that committees carry out their assignments fully and on time; that instructors and leaders report for duty when scheduled and perform their duties satisfactorily; that team managers and officials uphold the policies of the department, conform to its standards for competition and promote its objectives. Unless the authorities are alert, individual volunteers may attempt to take advantage of their position and engage in practices that are contrary to the interests of the program. A board member may try to dictate policies or to control some phase of sport, the officer of a club may seek to secure special privileges for its members at the expense of the public, or a coach or official may attempt to make a financial profit from his connection with the program. Constant vigilance combined with a readiness to assist the volunteers in the performance of their duties assures the public and the program the maximum benefits from their service.

Special recognition is sometimes given to individuals who have rendered conspicuous help to the sports program. Awards of this type are widely publicized and the presentations are usually made at an annual sports dinner or "sports night" when individuals and teams winning the local championships are also given their awards. Certificates to individuals who have



regularly served the recreation department are another means of indicating appreciation for the time and effort devoted to the cause of recreation and sport. This type of public recognition merits widespread adoption.



## CHAPTER XI

### *Areas, Facilities and Equipment ~*

A community sports program can be carried on only if areas and facilities suitable for a wide range of sports are available. Many cities have a restricted sports program because they lack adequate properties, the areas they possess are not properly developed for sport, or buildings are not available for an indoor program. Major problems facing the sports authorities in every city are to secure properties that are suitable in size, location and natural features for development as sports centers, to construct on them indoor and outdoor facilities that make possible a diversified program and to maintain them in good condition.

#### OUTDOOR AREAS AND FACILITIES

A great variety of areas and facilities is necessary for the development of a comprehensive community sports program, but on the other hand, because of the great diversity of sports activities, almost any property can be used for some form of sport. Most types of areas comprising the modern park and recreation system consequently contribute to the sports program, but few of them are designed exclusively or primarily for sport. A majority of sports facilities are located on areas that are likewise used for other recreation interests, even though a large



proportion of the property may be developed for sports. A community that is planning a sports program should therefore become familiar with the major types of recreation areas and the uses they can serve, and with the great variety of facilities required for sport. Consideration also needs to be given to method of acquiring areas and to principles and procedures essential to the planning and construction of sports areas and facilities.

### *Types of Areas*

The four types of properties in which much of the community sports program is carried on are the neighborhood playground, the playfield, the athletic field and the large recreation park. The sports facilities commonly found in such properties are indicated briefly; except for the athletic field these areas contain many additional facilities used for other forms of recreation.

The neighborhood playground of five acres or more furnishes the day-by-day opportunities for children to engage in sports and limited facilities for the young people and adults who live nearby. Typical of its features are one or more softball diamonds and tennis courts; multiple-use area for low organized games, roller skating and ice skating; courts for shuffleboard, volley ball, basketball, badminton, tether tennis, horseshoes, handball and paddle tennis, and open areas for running games, relays, touch football and soccer in modified form. Apparatus such as the horizontal bar is used for gymnastic stunts and athletic tests and a straightaway track is sometimes provided for running events.

The community playfield, usually of fifteen acres or more, is the major recreation area for young people and adults, although a section is often set aside as a playground for children. In addition to the playground features it commonly provides fields for baseball, football, soccer and softball; an area for field hockey and other field sports for women and girls; courts for many of the games played on the playground and also facilities for clock golf, bowling-on-the-green, croquet, roque and boccie. A quarter-mile running track, pits and spaces for field events and a swimming pool are common features. A recreation building used for a variety of indoor activities has been erected on many



playfields; in any case a field house with locker, shower and other facilities is provided, unless these are available in a school building on the site. On some playfields a section is fully enclosed and developed as an athletic field.

The athletic field is an area, usually ten acres or more in extent, designed primarily for highly organized team games and track and field sports. Its usual facilities are a football field surrounded by a quarter-mile running track, jumping pits and areas for other field events and a baseball field which is sometimes placed inside the track enclosure but which preferably is located elsewhere on the field. Unlike the playfield, where participation is stressed, the athletic field is used primarily for athletic contests at which a large number of spectators are expected. It is therefore fully enclosed and equipped with a grandstand or stadium. Since many of the people who attend events at the athletic field come from a considerable distance a large parking area is needed.

The fourth major type of sports area is the large recreation park, usually of one hundred acres or more. Here are developed such facilities as a golf course, hiking, bridle and bicycle trails, water areas for swimming, fishing, boating and fly casting; facilities for skiing, coasting and skating, picnic centers, fields for flying model aircraft, archery ranges and golf driving ranges, among others. The recreation park is usually more distant from residential neighborhoods than the playground and playfield, and most people use it only when they have longer periods to devote to sport.

In addition to the properties mentioned above, special areas are often acquired and developed for a particular type of sport, such as the golf course, the bathing beach or swimming pool and the winter sports center. Sports are an incidental use of other properties; for example, croquet or badminton courts may be laid out in the neighborhood park; archery ranges and softball diamonds may be provided along a parkway, and ski, horseback or hiking trails may be constructed in a reservation. In every case where it is proposed to construct a sport facility in an area, it is necessary to consider not only whether the property is suitable for the sport but also whether the sport is appropriate to the chief function of the area.



*Types of Facilities*

The number of different outdoor sports facilities is limitless but the list that follows includes those most widely included in public recreation areas:

**Game Courts and Fields**

Badminton courts	Horseshoe courts
Baseball diamonds	Ice hockey rinks
Basketball courts	Paddle tennis courts
Boccie courts	Polo fields
Bowling greens	Quoit courts
Clock golf courts	Roque courts
Cricket fields	Shuffleboard courts
Croquet courts	Soccer fields
Curling rinks	Softball diamonds
Football fields	Tennis courts
Golf courses	Tether tennis courts
Handball courts	Volley ball courts
Hockey fields	

**Sports Facilities**

Archery ranges	Model aircraft fields
Batting cages	Rifle ranges
Bicycle trails	Roller skating rinks
Boat basins	Running tracks
Boat docks	Ski jumps and runs
Bridle trails	Sled slides
Casting pools	Stadiums
Diving pools	Swimming pools
Fishing piers	Skeet shooting ranges
Grandstands	Toboggan slides
Ice skating rinks	Trapshooting ranges
Ice skating tracks	Vaulting pits
Jumping pits	Yacht basins

*Securing Properties*

In starting a sports program, an inventory should be made of existing areas and facilities that are available or that offer possibilities for development for sport. Most cities have publicly-owned property that already has facilities for sport or on which



facilities can be constructed. This may consist of a school playground or athletic field, a park with one or more game courts or fields, or possibly a site that was acquired for some other purpose but is no longer needed for it. Suitable property owned by an industry, church or private individual can sometimes be obtained on a loan or long-term lease. Full use of existing resources is desirable in starting a program; when the need for added facilities becomes apparent and a demand for them arises, public support for a plan to secure them can readily be developed.

In working out a plan to secure sports areas or to improve existing areas for sport, certain factors need to be kept in mind. One is that sports are but one phase of recreation and that in planning a public recreation area, consideration must often also be given to the provision of facilities for other kinds of activity. Even though properties are sometimes developed for sports alone, such as for a battery of tennis courts, a swimming center, a golf course or a baseball field, more frequently they serve a variety of recreation interests. A second factor is that many forms of sport require properties that meet fairly specific qualifications as to size, shape, topography, design, construction and equipment. A knowledge of the requirements of different forms of sport is therefore essential. The relationship of recreation areas to the city plan is a third planning factor that must not be overlooked and any plan for acquiring properties should be worked out cooperatively with the city planning authorities. Since both school and community sports authorities require indoor and outdoor facilities for their sports program and since school properties are increasingly recognized as resources for the use of the entire community, cooperation between these two agencies in the acquisition, improvement and use of sports areas is also of the utmost importance.

In making an analysis of the city's recreation areas, appraising their adequacy and formulating an acquisition and improvement program designed to meet the needs, local authorities can utilize to advantage the services of an individual or organization experienced in such matters. Once a long range plan has been worked out and approved, specific steps must be taken to make it a reality, including the securing of the necessary funds. Most



major projects involving the purchase and improvement of property are financed by a bond issue, although special tax levies over a period of years and capital items in the annual budget have provided the funds in some cities. Gifts of land for recreation—in some cases primarily for sport—have been numerous and campaigns to raise funds for sports facilities have been carried on in cities where tax monies were not available. Many communities have dedicated recreation areas and sports facilities as war memorials.

### •Planning Areas

The design and development of each sports area present a special problem requiring individual analysis and treatment. No two properties and situations are identical and no standardized plan or formula for developing a sports area can therefore be presented. The planner must utilize fully the possibilities afforded by the property for achieving the purposes it is intended to serve. Before starting to construct any part of the area a general plan for the entire site should be prepared and approved. It is recommended that whenever possible the services of a landscape architect, experienced in recreation planning, be utilized in the preparation of the plan in order to assure a good design of the area. The recreation executive and supervisor of sports should also have an active part in the process of planning.

It is impossible in this volume to present detailed suggestions for the planning of a sports area or for the design and construction of the many facilities required for a community sports program. A few planning objectives are listed, however; important design and construction features are indicated briefly, and the space required for many games and sports is recorded. Detailed information on the design and equipment of sports areas and facilities will be found in *Recreation Areas—Their Design and Equipment*,<sup>1</sup> prepared by the National Recreation Association. Official specifications for facilities and equipment used in many forms of sport and additional suggestions for construct-

<sup>1</sup> National Recreation Association, *Recreation Areas, Their Design and Equipment*, A. S. Barnes and Company, New York, 1947.



ing sports areas are contained in a number of the publications listed in the bibliography at the end of this book.

*Objectives.* In planning any area to be used for sports, certain objectives should be sought in the design. Among them are the following:

Assure effective use of the entire area.

Utilize fully the potentialities of the site.

Provide the facilities for which the demand is greatest.

Allow sufficient space for satisfactory play.

Permit multiple use of space, wherever possible.

Provide courts and fields suitable in size to the age groups to use them.

Assure ease of supervision and operation.

Facilitate access to units and circulation within them.

Make for the safety and convenience of people using the area.

Give the area a pleasing appearance.

Assure economy in maintenance costs by means of the design and the selection of materials.

*Multiple Use.* Planning areas for multiple use is one means of assuring the maximum use of existing properties and of helping overcome the shortage of recreation space that exists in most cities. Instead of developing one area exclusively for a baseball field and another for football or soccer, a city can lay out a field in such a way that the turf outfield of the baseball diamond can be used for a fall sport. At an area with several baseball or softball diamonds, it is possible by careful planning to provide a number of football fields without encroaching upon the diamonds. Paved multiple-use areas for court games that have proved practical and economical of space have been constructed on many playgrounds and playfields. The dimensions are determined by the type of uses desired, but a paved area about seventy feet wide is satisfactory for paddle tennis, volley ball, badminton, shuffleboard and most court games and can be used also for roller skating, low organized games and dancing. Lines for the various games are marked in different colors and removable standards and net posts are installed. Paved areas of this type and batteries of tennis courts can also be used for ice skating in northern cities, if they are surrounded by a low curb and if provision is made for drawing off excess water.



Large outdoor swimming pools that are often used for only three months in the year can also be made serviceable during a much longer season. The deep section is used for handball; removable goals for basketball, volley ball and other court games are installed on the pool bottom, and shuffleboard and hopscotch courts are marked off on the runways surrounding the pool. If properly constructed the pool may be used for ice skating in the winter. Golf courses also serve increasingly for year round sport, as their slopes are used for tobogganing, coasting and skiing. Multiple use of recreation space is also accomplished through the judicious use of removable bleachers.

### *Design and Construction Features*

Several factors must be given consideration in the design and construction of every area, whether it is a baseball diamond, a battery of tennis courts, a running track or a swimming pool site. Each area presents a special problem which requires a proper solution if it is to function effectively. A few of the factors that require attention are:

*Grading.* Most games can be played best on comparatively level areas, but some activities require a steep slope. Grading is the process of changing the existing levels on a site; it is often necessary in order to provide suitable places for activities and to remove surface water from the area. A grade of six inches to one foot per hundred feet is usually sufficient on turf and soil surfaces; six inches per hundred feet is recommended on paved game courts.

*Drainage.* This is the process whereby excess ground and surface water is removed from the sports area. Unless the slope enables the water to flow off readily or the soil is sufficiently porous to absorb it quickly, a subsurface drainage system may need to be installed. Otherwise water collects and stands on the area after a heavy rain and prevents it from being used for play. It is essential that water be prevented from flowing on to the area from adjoining property; where necessary catch basins are installed to intercept such water. Engineering advice is needed in the installation of a drainage system.



*Surfacing.* Everyone who has engaged in sports knows the importance of a good playing surface. No single surfacing material is satisfactory for all sports, as various activities require different types. Turf is best for most major field games; paved areas are widely used for court games; clay, cinders and soil combinations serve for many activities. Dust binders such as calcium chloride are often used to improve the condition of soil surfaces.

*Lighting.* The installation of lights at sports facilities greatly extends their usefulness, and public demand for lighted areas is increasing. Lights are especially useful at swimming pools and winter sports areas; they are also widely used at ball fields and game courts. The use of overhead wires should be avoided whenever possible.

*Fencing.* Some form of enclosure is essential or desirable at most sports areas. The swimming pool and the ice hockey rink should be fully enclosed; the athletic field must be fenced if admission is to be charged, and many game courts require a fence to protect the court, assure satisfactory play or protect others on the area.

*Orientation.* Sports areas need to be laid out in such a manner that players are annoyed by the sun as little as possible. For games in which the play is primarily lengthwise of the court or field, the long axis of the area should be in a general north and south direction. At every sports area designed to serve a large number of spectators, the orientation of seating facilities is highly important, since people should not be obliged to sit facing the sun.

*Equipment.* Goal posts, net posts, cages, scoreboards and backstops are typical of the equipment required for many sports. The type, location, design and installation of these features influence the effectiveness of the area.\*

*Seating Facilities.* These vary from a few benches installed near a battery of game courts for the comfort and convenience of the players, to the elaborate facilities at the athletic stadium. The amount and location of space for seating players and spec-



tators and the type of construction to be used must be determined at every sports area.

*Indoor Service Facilities.* Locker and shower facilities for the use of individuals and teams using the area are needed at most properties designed for sport; toilets for both participants and spectators are a necessity. Rooms for the use of the caretaker and for the storage of sports and maintenance equipment and supplies should be included in the building at every sports area.

*Parking.* Space does not need to be set aside for parking at the neighborhood playground, but at most areas used for sport adequate provision must be made for the parking of cars. This is especially important at the athletic field or stadium, large bathing center or winter sports area that attracts people from a considerable area.

*Water.* Water is needed for drinking fountains and the field house, for sprinkling the turf and running track in dry seasons, for spraying or flooding areas for ice skating and for the swimming pool, if there is one on the area. Pipes large enough to serve all needs should be laid while the area is being developed.

*Appearance.* Every sports area should present an attractive appearance. This may be achieved through the use of turf, trees and other appropriate plantings, well-maintained surfaces, buildings and equipment of good design and the arrangement of these features into a harmonious composition.

#### BUILDINGS AND INDOOR FACILITIES

Most forms of sport are essentially outdoor activities but a few can best be carried on indoors; many are well adapted to either an indoor or an outdoor setting. In a large part of the country the sports program is quite limited during the winter unless indoor facilities are available. With the growth of interest in sports many cities have constructed buildings with sports facilities; others have used extensively gymnasiums, playrooms and game rooms in schools and other available buildings.



### *Types*

Buildings used for sport vary widely in type, from a simple playground shelter with a table tennis table to a well-equipped recreation building; from a barn remodeled into a volley ball court to a large sports arena. Occasionally a structure is erected for sports alone, as a swimming pool building, roller skating rink, rifle range or athletic center. More frequently sports must share with other forms of recreation in the use of the building and its facilities, as in the community building, clubhouse or school. The bathhouse, boathouse, stables and warming shelter are examples of buildings that provide service facilities for the comfort or convenience of persons engaging in sport.

Among the common indoor sports facilities are the following:

Active game room	Pistol or rifle range
Archery range	Roller skating rink
Billiards and pool room	Rooms for boxing and wrestling
Bowling alleys	Running track
Gymnasium	Squash court
Ice hockey rink	Swimming pool
Ice skating rink	Tennis court

Equally important are the various service facilities such as locker, shower, dressing and toilet rooms, office, snack bar, storage rooms, janitor's quarters and room for heater and fuel storage. The number, size and types of service units required for a building depend primarily upon the sports facilities provided in it.

### *Planning Factors*

Each room or building to be used for sports presents a unique planning problem. In the case of an existing structure, the possibilities are limited by its dimensions and the nature of its construction. In planning a new building, the general objectives for a recreation area cited earlier in this chapter can be applied. Because of the high cost of construction and maintenance, the principle of multiple use should influence the planning of the building and its various units, especially the gymnasium.



Most indoor sports activities take place in the gymnasium, which is usually the main feature in a community recreation building and the type of school facility most widely used in the community program. A gymnasium with a floor space 48 by 80 feet can be used for basketball, volley ball and other games, provided no space is to be set aside for seating spectators, but only one game can be carried on at a time. A floor 65 or 70 by 90 or 100 feet is much preferable because it can be used for a greater variety of activities, two or more games can be played simultaneously and seats can be erected for spectators, when necessary. A ceiling height of at least 20 feet is desirable. If seating accommodations for spectators are desired, as is usually the case, the accordion or recessed type of folding bleachers is favored because it occupies little space and is simple to operate. Desirable features in a gymnasium are smooth walls free from projections, a resilient, easy-to-clean, non-slip floor, preferably of hard maple, maximum sunlight and fresh air. Gymnastic apparatus such as bucks, bars and rings are rarely provided in a community gymnasium. Equipment should be selected in relation to the program to be carried on and ample storage space conveniently located should be provided for it.

Locker, shower, dressing and toilet rooms are essential and should be reached easily from the gymnasium. In case these rooms are also intended to serve groups using outdoor facilities, they should be placed where they are readily accessible from both the gymnasium and the outside.

Literature dealing with the planning of recreation buildings and of special types of indoor sports facilities is available and should be studied by any group considering the erection of a building. An architect, preferably one who is experienced in the design of recreation and sports buildings, should be employed to prepare the plan. Regardless of his competence he should enlist the collaboration of the recreation executive or sports supervisor or some other specialist in recreation and sports.

#### SPACE REQUIREMENTS FOR GAMES AND SPORTS

Official dimensions for the courts and fields used for many of the widely played games have been adopted by the national



associations sponsoring the respective sports, by collegiate athletic associations or by other groups. The official playing rules and dimensions for many games are issued annually and should be consulted before laying out a court or field. The table that follows indicating for many activities the dimensions of the court or field area, the approximate total space required and the number of players is taken from *Recreation Areas—Their Design and Equipment*.<sup>2</sup> Desirable modifications in some of these figures at sports areas designed for children's play activities are indicated in a later table likewise taken from the same source.

### *Game Spaces for Children*

Game courts and fields designed for adult use are seldom satisfactory for children's play. Distances are too great, nets or goals are too high, and scores are too few. Facilities for the exclusive use of children should be provided, whenever possible, but if the same areas must be used by children and adults they should be equipped and marked off so they can accommodate the requirements of each group. The table that follows indicates the approximate space requirements for a number of games and sports when played by children.

### MAINTENANCE

Areas, facilities and buildings require constant care and periodic rehabilitation in order to keep them in condition for satisfactory use. The need for maintenance increases proportionately as they receive greater use, and there are few cities in which maintenance is not a major problem. The planning and execution of a maintenance program in advance of each sports season is just as important as the planning of a program of sports activities. During the season regular periodic servicing is likewise an essential requirement, especially on play areas with a turf or soil surface and at any facilities which are used by large numbers of people.

<sup>2</sup> Ibid. pp. 96-97.



## SPACE REQUIREMENTS FOR GAMES AND SPORTS

Name	Dimensions of Game Areas (In Feet)	Use Dimensions (In Feet)	Space Required (Sq. Ft.)	Number of Players
Archery .....	90-300 in length Targets 15' apart	50 x 175 (min.)	8,750	2 or more
Badminton .....	17 x 44 (singles)	50 x 400 (max.)	20,000	2
Baseball .....	20 x 44 (doubles) 90' diamond	25 x 60 30 x 60 350 x 350 (average with hooded backstop)	1,500 1,800 122,500	4
Basketball (men) .....	50 x 94 (max.) 42 x 74 (min.)	400 x 400 (without) 60 x 100 (average)	160,000 6,000	18 10
Basketball (women) .....	45 x 90	55 x 100	5,500	12
Boccie .....	8 x 62	20 x 80	1,600	2-4
Bowling-on-the-Green .....	14 x 110 (1 alley)	130 x 130	16,900	32-64
Bowling (alley) .....	3½ x 62	10 x 100	1,000	2 or more
Box Hockey .....	4 x 10	15 x 20	300	2
Checkers (giant) .....	12' square (min.)	20 x 20 or more	400	2
Clock Golf .....	90-30' diameter	40 x 40	1,600	2-8
Cricket .....	Wickets 66' apart	420 x 420	176,400	22
Croquet .....	30 x 60	40 x 75	3,000	2-8
Croquet (modern) .....	41 x 85	50 x 95	4,750	2-8
Curling .....	Tees-114' apart	25 x 160	4,000	2 or more
Deck Tennis .....	12 x 40 (singles) 18 x 40 (doubles)	20 x 50 26 x 50	1,000 1,300	2 4
Field Ball .....	180 x 300 (max.)	200 x 320 (average)	64,000	22
Field Hockey .....	150 x 270 (min.) 180 x 300 (max.)	210 x 330 (average)	69,300	22



<i>Dimensions of Game Areas (In Feet)</i>		<i>Use Dimensions (In Feet)</i>	<i>Space Required (Sq. Ft.)</i>	<i>Number of Players</i>
Football	160 x 360	190 x 420	79,800	22
Goal-Hi	50' diameter	65 x 65	4,225	10
	60' diameter	75 x 75	5,625	
Handball	20 x 34	30 x 45	1,350	2 or 4
Hand Tennis	16 x 40	25 x 60	1,500	2 or 4
Horseshoes (men)	Stakes 40' apart	12 x 52 (or more)	624	2 or 4
Horseshoes (women)	Stakes 30' apart	12 x 42 (or more)	504	2 or 4
Ice Hockey	60 x 165 (min.)	100 x 220 (average)	22,000	12
	110 x 250 (max.)			
	85 x 200 (recommended)			
Lacrosse (men)	180 x 330 (min.)	225 x 360 (average)	81,000	24
	210 x 330 (max.)			
Lacrosse (women)	Goals 270 to 330' apart	240 x 360 (average)	86,400	24
	No definite boundaries			
Paddle Tennis	16 x 44 (singles)	30 x 70	2,100	2
	20 x 44 (doubles)	35 x 70	2,450	4
Polo	600 x 960 (max.)	600 x 960	576,000	8
Quoits	Stakes 30' apart	12 x 44	528	2 or 4
	Stakes 54' apart	25 x 80	2,000	
Roque	30 x 60	40 x 70	2,800	2 or 4
Shuffleboard	6 x 52	10 x 60	600	2 or 4
Six-Man Football	120 x 300	180 x 360	64,800	12
Soccer (men)	165 x 300 (min.)	225 x 360 (average)	81,000	22
	225 x 360 (max.)			
Soccer (women)	120 x 240 (min.)	200 x 320 (average)	64,000	22
	180 x 300 (max.)			
Softball (men)	60' diamond	275 x 275 (min.)	75,625	18



Softball (women) ..	60' diamond	250 x 250 (min.)	62,500	18
Speedball (men) ..	160 x 360	200 x 420	84,000	22
Speedball (women) ..	180 x 300	220 x 350	77,000	22
Table Tennis ..	5 x 9	12 x 20	240	2 or 4
Tennis ..	27 x 78 (singles)	50 x 120	6,000	2
Tether Tennis ..	36 x 78 (doubles)	60 x 120	7,200	4
Touch Football ..	Circle 6' in diameter	20 x 20	400	2
Volley Ball ..	160 x 360	190 x 420	79,800	18-22
	30 x 60	45 x 80	3,600	12-16

## CHILDREN'S AREA

Archery ..	60-150 in length	50 x 135 (min.)	6,750	2 or more
	Targets 15' apart	50 x 235 (max.)	11,750	
Baseball ..	75' diamond	250 x 250	62,500	18
	82' diamond			
Basketball ..	40 x 60	50 x 70	3,500	10
Field Hockey ..	120 x 200 (max.)	150 x 250 (max.)	37,500	22
Hopsotch ..	5 x 12½	10 x 20	200	2 or 4
Horseshoes ..	Stakes 25' apart	12 x 40	4.0	2 or 4
Marbles ..	10' diameter	18 x 18	324	2-6
Paddle Tennis ..	13½ x 39 (singles)	25 x 60	1,500	2
	18 x 39 (doubles)	30 x 60	1,800	4
Soccer ..	100 x 200	125 x 240	30,000	22
Softball ..	45' diamond	175 x 175 (average)	30,625	18
Speedball ..	120 x 220	150 x 260	39,000	22
Team Dodge Ball				
(boys) ..	Circle 40' diameter	60 x 60	3,600	20
(girls) ..	Circle 35' diameter	50 x 50	2,500	20
Touch Football ..	120 x 240	140 x 280	39,200	18-22
Volley Ball ..	25 x 50	40 x 70	2,800	12-16



The maintenance requirements of sports areas, facilities and buildings are many and varied; also the maintenance operations. Typical of the latter are: cleaning and spraying ice areas intensively used for skating and hockey; dragging, rolling and lining clay tennis courts; leveling the soil in the boxes at horse-shoe courts; painting and repairing backstops, goal posts and other equipment at fields and courts; overhauling annually the floodlights at outdoor areas; repainting the lines at handball and shuffleboard courts; watering turf areas during dry seasons, and cleaning out drains and catch basins. Maintenance operations at indoor facilities include the marking of courts for games, the treatment of floors, the cleaning of gymnasiums, shower, locker and toilet rooms and the erection, removal and storage of equipment.

Advance planning of maintenance operations is necessary; otherwise when warm weather comes suddenly in the spring or when a cold spell or heavy snowfall arrives earlier than usual in the fall the areas and facilities are not likely to be in condition for use, and maintenance jobs accumulate. Unless areas and facilities are put in condition for use before the season opens, valuable playing time is lost and schedules are disrupted. Needless to say unfavorable weather conditions prevent operations from being carried on according to a definite schedule, but a work program minimizes the seriousness of such delays. It affords a guide to the efficient use of labor and equipment, enables maintenance work to be spread over a longer period and prevents important items from being overlooked.

### *A Seasonal Program for Sports Areas*

Each recreation department must work out its own maintenance program, taking into consideration its areas and facilities and local seasonal factors. Valuable suggestions are found, however, in the following outline prepared by Jarvis E. Badgley, Superintendent of Construction and Maintenance of the Union County, New Jersey, Park Commission. They are particularly applicable to the northeastern section of the country, but many of them can be used to advantage in any community.



Spring Work

1. *Clay areas*—baseball fields, softball fields, tennis courts, cricket pitches, volley ball courts, playgrounds  
Scarify, mat, rake stones, fill holes or depressions with pulverized clay, roll.  
Apply dust layer.  
Mark out lines with lime.  
On tennis courts, clean drains and reset tape if used instead of lime.
2. *Turf areas*—ball fields, bowling greens, archery ranges, playgrounds, golf courses, football and soccer fields  
Seed bare spots when ground is frozen, prior to spring thaw.  
Apply lime if tests show soil is too acid.  
Roll with roller of about 100 pounds weight per foot in width.  
Mow regularly at 1" to 1½" height.  
On bowling greens and putting greens cut grass from ¼" to ½" in height. These areas should receive one or two top dressings in spring to level area and feed turf.
3. *Bituminous areas*—tennis courts, playgrounds, walks, handball courts, wading pools  
Fill cracks with bituminous filler.  
Clean and build up depressions and holes to general level with pre-mixed material.  
Seal surface (about every three years) with asphalt or tar and top-dress with sand or other fine hard material.  
Sweep surface clean.  
Paint lines as needed.
4. *Concrete areas*—swimming pools, wading pools, handball courts, shuffleboard courts  
Clean out and patch large cracks.  
Clean and refill expansion joints as needed.  
If surface is painted, repaint every three years or as needed.
5. *Water and electrical services*  
Check permanent systems for repairs (leaks, worn wires, rotted poles).  
Install summer water services, including meters and fountains.  
Install summer electrical services, including meters, floodlights and general service for band concerts, tennis courts, refreshment stands and other summer activities.
6. *Playgrounds*  
Change sand in sand boxes.



Erect equipment on grounds, including portable buildings and toilets where needed.

7. *Running tracks*

Repair curbing.

Scarify and add screened cinders.

If track is too loose, add pulverized clay loam in small quantities.

Mat lightly and roll.

8. *Picnic areas*

Repair fireplaces and permanent tables.

Set out portable picnic tables as required.

9. *Horseshoe pits*

Inspect frames and replace broken or rotted pieces.

Reset loose pins. (Hold best in green elm log.)

Fill frames with good clay and water (old crankcase oil may be mixed with clay).

10. *Swimming pools (outdoor)*

Set up diving boards, lifeguard stands, life preservers.

Check operation of filters, chlorinators, pumps, motors.

Clean bathhouse, pool and sand beach.

### Summer Work

With facilities and equipment in full operation for the summer season, the work becomes more or less routine. Some of these routine jobs include: regular mowing of turf, constant cleaning and disinfecting of areas and buildings, inspections and repairs to equipment, additional applications of dust layer, weed killers and mosquito sprays when needed, and other details that keep facilities in good condition for the public's use and enjoyment.

### Fall Work

Apply fertilizer to turf areas, using a complete commercial fertilizer containing both inorganic and organic materials.

Scarify worn areas, apply additional topsoil if needed to bring to grade and seed.

Remove and store equipment used during the summer at playgrounds, ball fields and swimming pools.

Install fall sports equipment, including football, soccer and field hockey goal posts, bleachers and practice floodlights.

### Winter Work

1. *Skating areas*

Install lights, open-heated shelters and toilets; make available red lanterns, rope and posts, ladders, life preservers, wood hand



scoops, tractor with snow plow; install hockey rinks with goals. Scrape ice daily when in use.

2. *Coasting areas*

Install coasting slides and lights. Add snow to slides where worn.

3. *Toboggan slides*

Install removable sections, lights, water lines for spraying.

Spray chutes when needed.

4. *Skiing areas*

Install ski tow and lights.

5. *Trap and Skeet shooting areas*

Remove snow from walk areas.

6. *General*

Remove dead trees from areas. Repair and paint park equipment as needed—benches, portable bleachers, trash cans, playground apparatus, football, soccer and field hockey goals, picnic tables, boats, swimming pool equipment. Repair, replace worn out parts and buy new equipment including motor equipment, rollers, mowers, lime markers, hose and sprinklers, tools.

Repaint signs.

### *Baseball Fields*

Specific suggestions for the maintenance of softball and baseball diamonds are presented here because these facilities are found in so many cities and because the heavy and continuous use of these areas necessitates special care. Holes should not be permitted to develop at pitcher's and batter's boxes and at the bases, as they are a cause of injuries. To prevent holes, these areas should be raked and surfacing materials added and tamped frequently; if necessary, between games. The infield should be raked, leveled, dragged with a rail or drag and rolled from time to time, depending upon the surface and intensity of use. In dragging the diamond a start should be made outside the base paths and the dragging should progress toward the center. A steel doormat serves as an effective drag for the base lines at a diamond with a turf infield. Unless the diamond is treated with a dust binder such as calcium chloride, regular sprinkling is generally advisable. Turf in the outfield should be soaked thoroughly once or twice a week in dry weather; light sprinkling should be avoided as this tends to produce shallow rooted grass.



The grass in the outfield and around the diamond should be mowed regularly. Foul lines should be marked off, preferably with wet lime, at least two hours before a game. If the pitcher's box and home base are whitened with dry lime before each game, the umpire's work is made easier. A frame, constructed so it fits snugly over the home base, facilitates the marking of the batter's boxes.

Specific periods are set aside for the conditioning of fields, in some cities, especially where the areas are used daily from morning to night. To prepare the fields for Saturday and Sunday play, Friday afternoons are sometimes used for marking and servicing them, and few permits are granted for this period. Methods of allocating and controlling the use of baseball fields and other sports areas were considered in Chapter IV.

#### EQUIPMENT AND SUPPLIES

In addition to properly designed areas and facilities equipment and supplies are needed for most sports. A maximum return from the investment in outdoor and indoor facilities results only when suitable equipment is furnished and when the needed supplies are made available. The term equipment is generally applied to items that are more or less stationary and permanent and that contribute to satisfactory play or to the convenience of players or spectators. Typical equipment items are basketball goals, tennis net posts, scoreboards, batting cages, table tennis tables, floodlights, knockdown bleachers and drinking fountains. Under the term supplies are grouped the many expendable items used in the sport—many of them by the individual players—or in the care and maintenance of the facilities.

Sports authorities must select equipment and supplies with care, use them properly, protect them from theft and maintain them in good condition. An item for the purchase of sports supplies is included in the annual budget of every recreation department. The specific materials needed depend upon the facilities to be included in the program and the numbers and ages of the individuals to take part in it. Many departments furnish game supplies for children's use but require adults to provide their own. Some furnish a chest protector and catcher's



mask to teams composed of young people and adults but require these groups to furnish other supplies needed for the game.

Personal items such as rackets and clubs used in golf, tennis and badminton are usually purchased by the individual player, but in some cities the recreation department owns a supply which is loaned on a nominal rental basis, as a means of encouraging individuals to try out the game. Other equipment such as toboggans, bicycles and roller skates is rented by some departments; the renting of boats is common in cities with areas suitable for boating.

### *Types of Supplies*

The kinds of supplies needed for all types of sport are so varied as to make a voluminous list. Among the items commonly purchased by recreation departments for use in their sports program are:

Badminton sets	Jump ropes
Baseballs	Mats for tumbling and wrestling
Baseball bases	Paddle tennis sets
Baseball gloves	Punching bags
Baseball mask	Score books
Baseball protector	Shuffleboard sets
Basketballs	Soccer balls
Basketball goal nets	Softballs
Bladders for inflated balls	Softball bats
Box hockey frames	Softball bases
Boxing gloves	Table tennis tables and balls
Croquet sets	Teniquoits
Darts	Tennis balls
Dart games	Tennis nets
First-aid kit	Tether tennis
Footballs	Utility balls
Handballs	Volley balls
Horseshoe sets	Volley ball nets

Additional supplies needed for the maintenance and repair of supplies include:

Inflaters	Laces
Lacers	Pressure gauge



## Repair kits

cement	oil
friction tape	rubber cement
thread	scissors
needles	wax

Equipment and supplies needed for track and field meets are listed in Chapter IX. Any complete list would need to include the many tools and materials essential to the care and maintenance of property.

*Picnic Kits.* Recreation departments receive so many requests for the loan of equipment to groups conducting picnics that they often find it desirable to prepare special kits. These are usually kept in heavy canvas bags about 3½ feet high and 18 inches or more in diameter, with a drawstring at the top, to facilitate handling. Any local group planning a picnic may borrow the kit, usually after making a deposit to assure its safe return.

The following picnic kit list is typical:

2 softballs	bean bags
2 softball bats	small megaphone
2 sets of softball bases	200' rope or clothesline
1 volley ball and net	24 wooden potato blocks
1 soccer ball	leather straps
6 burlap bags	first aid kit
2 sets of quoits and hobs	tug of war rope

Instead of making up standard kits, some recreation departments have a supply of diversified game materials from which a selection is made appropriate to the program of each picnic.

*Use of Supplies*

The maximum of usefulness and satisfaction can be obtained from the investment in supplies only if definite procedures for using them are adopted and enforced. Supplies and equipment should be marked in some way to facilitate identification; this is often done with India ink, clip tags or by burning. Continual inventories record materials on hand and are useful in preparing orders for a new season. A central storeroom to which access is restricted to a designated custodian or stock clerk is desirable



in every recreation department, and supplies should be issued to playground or center directors, team managers or individuals only upon their signature of a receipt for the supplies. Cabinets or other storage spaces are essential at the playground or indoor center, and if built to hold the various items conveniently, the storing and handling of supplies is facilitated. Return of worn out or broken equipment is required before new items to replace them will be issued, in many departments.

Procedures adopted for the loan of supplies insure their return. On a small playground where the children are well known to the director, a written record of balls and bats turned over to boys and girls may not be essential, but at large areas or where supplies are issued to individuals or teams for prolonged use more formal steps must be taken to prevent loss. One method is to index in one card file the names of all persons using supplies and in another file, each item that is in use. When an individual checks out a piece of equipment his card is taken from the name file and placed in the equipment file under the item issued. Upon the return of the equipment the name card is returned to the name index.

Game materials are usually loaned to children for use only at the playground or indoor center, but in a few cities footballs, basketballs and similar supplies are occasionally issued to boys for evening use away from the centers. In one city where supplies were loaned for two or three days not a single football was lost during the season and only one basketball was not returned. Equipment such as stop watches, starter's pistol and other expensive items that are infrequently used are often stored in the recreation department office and loaned to groups for special occasions. A small deposit is sometimes charged groups that borrow picnic equipment to cover any loss in case it is not returned in good condition.

### *Care of Supplies\**

Proper use of supplies increases the number of hours of service they give and stretches the sports budget. Valuable suggestions for prolonging the life of sports supplies, presented by L. A. Orsatti of Los Angeles, follow:<sup>4</sup>

<sup>4</sup>"First Aid for Recreation Supplies," *Recreation*, April, 1942, pp. 21-22.



Proper use of recreation equipment adds greatly to the total hours of service such equipment will give. Balls, bases, bats, nets, game supplies and certain miscellaneous items are roughly classes or groups into which we may classify most recreation supplies for purposes of discussion in this article. Below are listed some suggestions which should be helpful in prolonging the life of such supplies.

### *Balls*

1. All inflated balls should be kept at all times at the proper inflation pressure. This pressure is indicated upon the surface of the ball by the manufacturer, and is not always the same for the same kind of ball.

2. Check all supplies at the closing-up time so that nothing is left out overnight. Night moisture plays havoc with practically all recreation supplies.

3. Leather equipment wears much better if kept slightly oiled, so the leather is never dry. Passing an oiled rag (neatsfoot oil is excellent) over the inflated leather balls every day is quite satisfactory.

4. Croquet balls and mallets are not intended to be used as though they were hockey sticks and pucks.

5. Sport balls, basketballs and volley balls are designed for bouncing and will stand little kicking.

### *Bases*

Fastening down all bases when in use prevents wear and cuts down the tendency to throw them around, as sometimes occurs.

### *Bats*

1. Much bat breakage can be prevented by holding the bat properly so that the side of the bat which has the trademark imprinted will not come in contact with the ball.

2. Using a softball bat weighing from 28 to 31 ounces with a minimum handle diameter of  $1\frac{3}{16}$  to  $1\frac{1}{4}$  inches has worked out very satisfactorily for the older patrons.

### *Nets*

1. A good grade of volley ball, paddle tennis, badminton and tennis net is the most economical in the long run. Provision should be made so these nets can be sent to a central repair shop for re-weaving when necessary.

2. Tennis nets with double centers, extra heavy web type binding along the top edge and  $\frac{1}{4}$ " diameter tension cable (instead of the ordinary  $\frac{3}{16}$ " cable) will give many months of added service.



*Miscellaneous*

1. Catchers' gloves should be kept well oiled.
2. Breakage of bamboo poles used for high jump and vaulting can be reduced by using a few turns of friction tape between joints.
3. Baseball catchers' masks are susceptible to being battered out of shape by the continued removal and throwing to the ground. It has been found that the purchase of the most heavily constructed wire mask or of a sturdy bar type mask is best economy in the long run.

Instruction in the proper use of supplies and insistence on such use help prevent abuse and prolong the life of supplies such as ball bats and badminton birds.

*Repairs.* Prompt repairs also prolong the life of recreation supplies, as Mr. Orsatti points out in the following statement that offers a number of practical suggestions.<sup>5</sup>

Under normal playing conditions, on local recreation areas, the playground ball in use begins to break down after approximately three weeks of play. By careful repairing, these balls are kept in play for two months or longer.

Every recreation director should be equipped with a tire patching outfit, some waxed linen thread (shoemaker's thread) and a heavy curved mattress needle.

Rubber balls, bladders and even the fairly recent fabric constructed rubber-covered footballs, basketballs and soccer balls, can often be repaired by application of a cold patch. Patching outfits are inexpensive and they justify their cost many times over.

Leather goods which have stitching and especially the baseballs, playground balls, catchers' protectors and inflated leather balls, can readily be repaired by sewing. If the surface of the ball wears out and it becomes necessary to apply a patch, the job can best be done by a shoemaker. For best results, repair sewing should be done as soon as the stitching shows signs of breakage.

*Major Repairs.* Certain kinds of repair require special equipment and workmanship not accessible at the recreation center. Such equipment usually is sent to a central repair shop or is taken care of by a traveling repair man.

This is true of gym mats which may need to be sewed, rebuilt, recovered, or repainted; tennis nets which need to be repaired; croquet mallets which need the handles replaced. Replacing

<sup>5</sup>*Ibid.*, p. 22.



broken wooden handles with steel pipe has proved most satisfactory. In the well-equipped shop, bats broken on the playground are salvaged and croquet mallets made from them by turning on the lathe. Often the shop can make satisfactory ping pong and paddle tennis paddles from plywood.

Practical suggestions for the care, use and repair of supplies and equipment required for specific sports will be found in books dealing with these sports.



## CHAPTER XII

### *Records and Forms* ~

A system of accurate records is essential to the effective and successful management of a community sports program. The sports authorities must be ready at all times to furnish accurate data concerning team and individual standings in leagues and tournaments, performance records at meets, official scores of league games, eligibility records of a player under protest and many other kinds of information. A recreation department can maintain the confidence of players, officials and the sports-loving public only if it has essential data constantly available. Yet its system of records must be administered with a minimum expenditure of time, effort and expense.

Records are not merely a means of furnishing specific information to players and to the public, but they also reveal the nature and scope of the program and the number and types of people it serves. They provide a basis for determining the cost of various sports, including unit costs, for appraising the value and popularity of the activities and for making intelligent plans for the future. Care must be taken, however, that records do not become too elaborate, and a periodic analysis of records and record-keeping forms and methods is desirable. Any proposed form of sports record should meet the test of an affirma-



tive answer to at least one of these questions. Will it contribute to greater interest, participation and support on the part of players and the public? Will it facilitate desirable administrative practices?

#### METHODS OF RECORD KEEPING

Responsibility for setting up and keeping the sports records of the recreation department usually rests with the superintendent of recreation, although it may be delegated to the supervisor of sports or another member of the department staff. The forms filled out by individuals, groups or workers and the reports submitted by leaders or officials are filed at the department's sports office where they are recorded, tabulated, used for newspaper and other publicity and kept for future reference. This work is performed in the small city by the department clerk or office secretary, along with her other duties, but in a city where large numbers of individuals and teams are enrolled in a sport-like bowling, the full time of a clerical worker may be required to keep the scoring records up-to-date. Leagues sometimes employ a worker part time to keep their records and to handle their funds or pay a recreation department employee for doing this additional work. Most municipal sports associations set up their own machinery for handling sports finances, independent of the municipal department, but they usually look to the sports division of the recreation department to keep their other records. Sound procedure requires that records be submitted accurately and promptly at a specified place, that they be reviewed without delay by the proper official, that information in them be used for publicity or other suitable purposes and that they be filed for future reference.

Forms facilitate the recording, tabulation and use of information relating to the sports program. If only a few copies are required, the forms may be mimeographed, but printed forms are more satisfactory where the extent of their use justifies the additional cost. Forms should be as brief as possible and provide spaces for only the information that is required and that will be used. They should be worded clearly and should require a minimum amount of writing. In case forms are to be filled out



in duplicate or triplicate, with copies for an individual or an official and for the office records, the use of different colored forms for the copies is desirable. Specific directions for the disposition of the form as well as instructions for filling it out should appear on the form, unless it is to be filled out at the sports office.

The forms reproduced in this chapter are typical examples that have proved satisfactory and merit study. Some of them are suitable for general use; others need to be modified to meet local conditions and needs. These forms do not begin to represent all of the types that may be required—in some cities scores of different forms are in use—but they include many of the most common types. Each recreation department must determine what forms it needs for its own program.

#### TYPES OF RECORDS

Some records such as official scores for league games, tournament results and meet records are peculiar to the sports program; others relating to funds, personnel and the use of facilities are similar to those used in other fields. Essential sports records may be classified under five headings and are summarized as follows:

*Participants.* These records relate to the individuals and groups that engage in the activities. It is important that the department know the names and addresses of the people who regularly take part in its program. Registration lists, team rosters and club memberships are typical.

*Officials.* Information on the paid and volunteer leaders and officials serving the department and assisting with its activities is also important. Records include lists of qualified leaders and officials, application forms, service records and ratings of both paid and volunteer personnel.

*Properties.* The scheduling and use of areas, facilities, rooms and equipment necessitates accurate record-keeping. Inventories and loans of equipment and supplies must be recorded and a system worked out for keeping track of the assignment of fields, gymnasiums and other facilities. Maintenance records are also



needed if the department is responsible for the upkeep of the properties.

*Program.* Reports of the activities carried on, the tournaments and special events conducted and the attendance at each, both participants and spectators, are of primary importance. Records of winners, league standings and individual and team performances in each phase of the program are demanded by players and are needed for publicity and for the annual report of the department.

*Finances.* Since the operation of the program involves the collection and handling of funds, the purchase of materials, the payment of officials and other expenses, accurate records must be kept of receipts from all sources and of all disbursements.

### *Relating to Participants*

Information concerning the individuals and groups that take part in the sports program is essential in order to check eligibility requirements, enable players to be classified properly and permit control of competition. It also indicates the extent to which people are reached by the program and is useful for reports and for determining unit costs of service. A great variety of forms is used in recording data of this type and several of the most widely used are reproduced here. Printing the rules and regulations governing participation directly on the forms is desirable when it can be done without overcrowding, as it minimizes the possibility of misunderstandings and controversies later. Records of achievement in sports programs are included later in the chapter.

*Individual Registration.* Many authorities require each individual who wishes to take part in the competitive sports program to register. Once this has been done, the registration card becomes a permanent record and can be used for verifying a player's age, checking his identity in case of protests and recording his participation in various sports. In view of the importance of age as a basis for classifying individuals and teams, special care needs to be taken to verify the date of birth. Form No. 1 used in Milwaukee furnishes the essential data.



MILWAUKEE PUBLIC SCHOOLS, DEPT. OF MUNICIPAL RECREATION, MUNICIPAL ATHLETIC OFFICE, 1725 N. 17TH ST. (AT W. VINE) ZONE 1		VERIFICATION WAS: <input type="checkbox"/> COPIED OVER COUNTER <input type="checkbox"/> RETURNED TO MANAGER <input type="checkbox"/> RETURNED TO PLAYER		ATHLETE'S RECORD	
SSN 9-44					
NAME _____					
ADDRESS _____					
FATHER _____			MOTHER _____		
DATE OF BIRTH		MONTH	DAY	YR.	PLACE OF BIRTH
SOURCE OF INFORMATION	SPORT	DIVISION		SPORT	DIVISION
BIRTH RECORD <input type="checkbox"/>	BASEBALL _____			SWIMMING _____	
BAPTISMAL RECORD <input type="checkbox"/>	BASKETBALL _____			TRACK _____	
NOTARY AFFIDAVIT <input type="checkbox"/>	INDOOR BASEBALL _____				
INDUSTRIAL PERMIT <input type="checkbox"/>	SKATING _____				
CHURCH RECORD <input type="checkbox"/>	SOFTBALL _____				
NAME _____				MONTH	DAY YR.

FORM 1. INDIVIDUAL REGISTRATION AND RECORD FORM

*Application and Membership Forms.* Lists of persons who belong to clubs and other groups organized for participation in the sports program are a part of the department's record, and it is customary to require each affiliated club to file a list of its officers and members. Applicants for club membership are commonly obliged to fill out a special application form. The form used by the Hiking Club in Milwaukee (see Form No. 2) is typical, as is also the membership card in that city's Bicycle Club (see Form No. 3), on the back of which are printed the safety rules adopted by the club.

*Player Contracts.* Players on adult teams entered in leagues are almost universally required to sign a contract to play with the team throughout the season, unless released. The contract forms usually indicate that the player signing agrees to abide by the rules of the organization and to return any equipment belonging to the team at the end of the season or contract and waives any claim for damages in case of injury resulting from his participation in the sport. The Canton Recreation Department's player's contract (see Form No. 4) is typical of that used in many cities. Player's contract forms for juniors often provide a place for the signature of the player's parent, as in Cleveland Heights (see Form No. 5). The Standard Contract and Regis-



<b>Milwaukee Public Schools</b>	
<b>Municipal Athletic Office</b>	
<b>HIKING</b>	Membership No. ....
<b>HELPS</b>	Date .....
<b>HEALTH</b>	Per .....

**APPLICATION BLANK**

**MUNICIPAL HIKING CLUB**

*Sponsored by the School Board, Department of Municipal Recreation*

I wish to make application for membership in the Municipal Hiking Club:  
*(Please print — answer all questions)*

**NAME** .....

**ADDRESS** ..... **ZONE** .....

**AGE**      **BIRTH DATE** ..... (**MONTH & DAY**) **TELEPHONE** .....

**OCCUPATION** .....

**PLACE OF EMPLOYMENT** .....

**HAVE YOU EVER BELONGED TO THE MUNICIPAL HIKING CLUB BEFORE?** .....

**WHAT HIKING OR BIKING CLUBS DO YOU BELONG TO AT PRESENT?** .....

**NAMES AND ADDRESSES OF REFERENCES** .....

.....

.....

.....

**WHAT IS YOUR NICK NAME?** ..... **HOW DO YOU WANT YOUR NAME**

**PRINTED ON THE IDENTIFICATION BUTTON?** .....

(First name)                      (Last name)

**INFORMATION**


**MEMBERSHIP DUES:** The annual membership fee is \$1.00 per year and this shall be apportioned as follows:  
50¢ to the School Board, Department of Municipal Recreation  
50¢ to the social fund to cover expenses of parties, refreshments, scouting hikes, etc.

**FILE APPLICATION BLANK AND FEE WITH THE MUNICIPAL ATHLETIC OFFICE, 461 NO. 35 ST.,  
MILWAUKEE 8, WISCONSIN**

### FORM 2. HIKING CLUB APPLICATION BLANK

tration Card used in Dayton (see Form No. 6) has a perforated section that is turned over to the player and serves as an identification card. Contract forms are printed in different colors in some cities, each sport having a separate color. When forms are filled out in duplicate, as Form No. 5, different colors are used for the original and the duplicate.



No. <b>285</b>	<u>MEMBERSHIP CARD</u>	
<h2 style="margin: 0;"><i>Muni Bike Club</i></h2>		Conducted by the Milwaukee Public Schools, Dept. of Municipal Recreation.
<p><b>This certifies that</b></p> <hr style="border: 0.5px solid black;"/> <p>is a member of the MUNI BIKE CLUB and is entitled to all the privileges of the Club.</p> <hr style="border: 0.5px solid black;"/>		
EXPIRES _____	_____ (OVER) Director of Municipal Athletics	

FORM 3. BIKE CLUB MEMBERSHIP CARD

<b>PLAYER'S CONTRACT</b>	
TEAM _____	SPORT _____
CLASS _____	
<b>CANTON RECREATION DEPARTMENT</b> ROOM 7 SAFETY BLDG.	
<p>1. THE UNDERSIGNED, hereby agree to play with the above team during the playing season of 19____, or until I am given my release in writing by said team and said is recorded in the office of the City Recreation Department. I promise to carefully observe and faithfully abide by the rules and regulations of the Canton Athletic Association and the League to which the above team is a member. I release my backer of any financial responsibility due to any injuries received while playing, practicing or traveling with above mentioned team during the current season. Upon request I promise to return all athletic equipment to the satisfaction of my backer.</p>	
NAME _____ (Name to be signed in player's own handwriting)	
ADDRESS _____	PHONE _____
DATE OF BIRTH _____	
DATE SIGNED _____	DATE FILED _____
_____ MANAGER	
To Be Filed in: the Office of The Recreation Board, Room 7 Safety Building	

FORM 4. PLAYER'S CONTRACT

**Player's Release.** Before a registered player under contract with a team can transfer to another team he must secure his manager's approval. Forms are needed to verify a release. Milwaukee's form (see Form No. 7) includes a perforated stub which is turned over to the released player by the sports office.



BOARD OF EDUCATION  
1748 Lee Road  
Cleveland Heights, Ohio

# THE HEIGHTS JUNIOR BASEBALL LEAGUE PLAYER'S CONTRACT

Telephone  
YELlowstone 3100

Team \_\_\_\_\_

Player's Name \_\_\_\_\_

Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Weight \_\_\_\_\_ Height \_\_\_\_\_

The above registrant agrees to become an active member of the above team and promises to faithfully abide by the rules and regulations and always stand for clean sports.

Date Signed \_\_\_\_\_ Date Filed \_\_\_\_\_

Team Manager \_\_\_\_\_

I, my \_\_\_\_\_ my \_\_\_\_\_  
We, hereby give our full permission to our son to play on the above team in the Heights Junior Baseball League, and assume full responsibility in case of accident or injury.

Signed \_\_\_\_\_ Father \_\_\_\_\_  
Signed \_\_\_\_\_ Mother \_\_\_\_\_

There is no expense or obligation by player or parents, other than above. The League asks for parents moral support in addition to the promise to have your son take reasonably good care of the uniform and willingness to surrender uniform on demand for any reason whatsoever.

I, MY \_\_\_\_\_  
WE, THE UNDERSIGNED, AGREE TO RETURN THE UNIFORM LOANED TO OUR SON \_\_\_\_\_ upon demand by the League Property Custodian or Manager of Team.

Signed \_\_\_\_\_ Father \_\_\_\_\_  
Signed \_\_\_\_\_ Mother \_\_\_\_\_



# **4379**      **Dayton Basketball Commission** **STANDARD CONTRACT AND REGISTRATION CARD**

SENIOR LEAGUE

I agree to play with the \_\_\_\_\_ team for the playing season of 1946-47 or until released by said club, according to the rules and regulations of the Dayton Basketball Commission. \_\_\_\_\_ paraphernalia or property held by me and belonging to the above named team, if so demanded by the manager, upon termination of my contract with said team, I further agree to release the Dayton Basketball Commission, The City of Dayton, and the person, firm or corporation which has secured all facilities from any and all injuries sustained by me while playing in games, during the life of this contract.

Signed, Player \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Signed, Manager \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

NOTE—A registration fee of ten (10) cents must be paid or the time this Contract is filed with the Dayton Basketball Commission.

\_\_\_\_\_ Date Rec'd \_\_\_\_\_

# **N<sup>o</sup> 4379** **Dayton Basketball Commission** **PLAYER'S IDENTIFICATION CARD**

Player's Signature \_\_\_\_\_

Team \_\_\_\_\_

League \_\_\_\_\_

Manager's Signature \_\_\_\_\_

Void unless countersigned by Secretary.

DAYTON BASKETBALL COMMISSION

1946-47 SEASON

## PLAYER'S RELEASE

Milwaukee Municipal Athletic Association

Municipal Athletic Office — 461 N. 35th St., Zone 8

Hours: 8:30-5:00; 7:30-9:30 p. m. Saturday 8:30-12:00

Closed Sundays and Holidays

Date \_\_\_\_\_

I hereby release \_\_\_\_\_

Residing at \_\_\_\_\_ Zone \_\_\_\_\_  
(Be sure to list player's correct address)

Team \_\_\_\_\_

League \_\_\_\_\_

Sport \_\_\_\_\_

Manager's Signature \_\_\_\_\_

Manager's Signature \_\_\_\_\_

The office will mail this stub to release player who is requested to keep it for his protection  
 (Do not write below this line)

Date filed \_\_\_\_\_

Approved \_\_\_\_\_ Date filed \_\_\_\_\_

MANAGERS MUST FILL OUT BOTH SECTIONS OF THIS CARD

AND SEND BOTH SECTIONS TO OFFICE.

MILWAUKEE PUBLIC SCHOOLS, DEPT. OF MUNICIPAL RECREATION

B31 3-47 M.P.S

(Not good if detached)

Director of Municipal Athletics

DEPT. OF MUNICIPAL RECREATION

(Player's Release)  
 Milwaukee Municipal Athletic Ass'n  
 Municipal Athletic Office  
 461 N. 35th Street, Zone 8

Name \_\_\_\_\_

Team \_\_\_\_\_

League \_\_\_\_\_

Sport \_\_\_\_\_

FORM 6. (left) CONTRACT AND REGISTRATION CARD

FORM 7. (right) PLAYER'S RELEASE, WITH STUB



## DAYTON SOFTBALL COMMISSION

I hereby release \_\_\_\_\_

from his contract with \_\_\_\_\_

TEAM

CLASS

\_\_\_\_\_ WITHOUT ON his demanding same.

LEAGUE

Signed, \_\_\_\_\_ Manager

Date \_\_\_\_\_

### FORM 8. PLAYER'S RELEASE

When this type of form is used, a duplicate copy is unnecessary. The release form used in Dayton (see Form No. 8) is simple but adequate; copies should be made out in duplicate, one for the player, the other for the Commission's records.

*Team Contracts and Registration.* Registration of teams is just as essential as the registration of individual players, since in most league competition the sports authorities deal with teams and their managers and not with individual players. Various types of team rosters and contract forms are used. One is an official roster which is signed by each player and on which the team captain and manager certify to the accuracy of the information relating to the team members. The Newark, New Jersey, roster and team entry blank (see Form No. 9) is used for industrial teams; the back of the form, which is not reproduced here, indicates the policies, fees and rules governing the department's leagues. Team rosters of this type usually provide spaces for the name and address of the team manager.

The team application form used in Portland (see Form No. 10) is a means of recording a team's desire to join a municipal sports association, and it provides information that is useful in league organization. The Milwaukee team entry contract







PRINT NAME OF TEAM.....

MEN — WOMEN.....

**PORTLAND BASKETBALL ASSOCIATION**

(Bureau of Parks and Recreation)

**APPLICATION FOR TEAM MEMBERSHIP**

We the.....team  
do hereby apply for representative membership in the Portland Basketball Association and in consideration of acceptance of this application as a member of the association, we will comply with the Constitution, By-Laws and Regulations of said association.

Team Manager's Signature.....

Mailing Address.....

Business Telephone.....

Residence Telephone.....

If the team is sponsored by an organization or commercial firm please list name and address.

Sponsor's Name.....

Mailing Address.....

What days must be absolutely avoided for play.....

What part of the city do your players come from.....

Do you prefer to play near any community.....

Remarks.....

Date Membership Fee paid.....



## ATTENTION — SPONSORS

This entry contract must be filled out by the sponsor (backer) of the team. The sponsor is the one who appoints the team manager with authority to sign all players' registration contracts and releases, and a team consultant in charge of soccer matters should need of consultant arise.

Milwaukee Public Schools, Municipal Athletic Office, 461 No. 35th St., Co. 5, Co 4040

Rec No. ....

Team Entry Contract

Amt .....

SPRING SOCCER

Date .....

Per .....

Milwaukee Municipal Soccer Association

Conducted by the School Board Dept of Municipal Recreation

Our team, to be known as the ....., hereby  
applies for membership in the Milwaukee Municipal Soccer League

SPONSOR'S SIGNATURE .....

POSITION WITH  
ORGANIZATION .....

ADDRESS .....

CITY .....

PHONE .....

I, as sponsor, do appoint the following:

Address .....

City .....

Phone .....

MANAGER .....

CONSULTANT .....

If a club is sponsoring a team, the president's signature must appear on the Team Entry Contract, and the president will be considered the official representative of the club.

## FORM 11. TEAM ENTRY CONTRACT

## INSTRUCTIONS TO SPONSORS

(Please read carefully before filing entry)

1. **TEAM ELIGIBILITY:** Any team composed of players residing in Milwaukee County is eligible. However, all games are played within the city limits of Milwaukee.
2. **ENTRY FEE: \$12 PER TEAM.** Of this amount \$7 is considered a franchise fee and will not be returned. The remaining \$5 is a forfeit deposit fee and will be returned at the close of the season to the sponsor if the team does not forfeit a game. No entry blank will be accepted unless the \$12 fee accompanies it.
3. **CLOSE OF ENTRIES:** MONDAY, APRIL 17 is the closing date for filing team entries. File entries at the Municipal Athletic Office, 461, No. 35th St. Office hours are 8:30 A.M. to 5:00 P.M. and 7:30 P.M. to 9:30 P.M. daily except Saturdays and Sundays.
4. **AWARDS:** Individual medals will be awarded members of the winning team.
5. **PLAYERS' REGISTRATION CARDS:** No registration cards will be given out until the entry blank is officially filed. Individual players' registration cards must be on file at the Municipal Athletic Office not later than THURSDAY to be eligible for the opening week's game.
7. **MANAGERS' MEETING:** TUESDAY, APRIL 18, at the Municipal Athletic Office at 8:00 P.M.

Director of Municipal Athletics



form (see Form No. 11) serves much the same purpose although it relates to membership in a specific league and is filled out by the team's sponsor. A mimeographed sheet, it contains instructions governing eligibility and entries. The Los Angeles

## DEPARTMENT OF RECREATION AND PARKS

City of Los Angeles  
305 City Hall

For Office Use

Date Registered.....

Forfeit Fee Posted.....

Transmittal No. ....

Class.....

## SOFTBALL QUESTIONNAIRE

1. Name of Team .....
2. Team Manager .....
3. Address ..... Phone .....
4. Assistant Manager ..... Address ..... Phone .....
5. District in which team prefers to play—City-wide ..... Valley .....
- North ..... South ..... East ..... West ..... Harbor .....
6. Does your team wish to enter into competitive leagues? .....
- for Saturday..... Sunday..... Twilight..... Nite.....
- (a) Class of league played in last year AAA..... AA..... A..... B.....
- (b) What place did you finish in league last year 1, 2, 3, 4, 5, 6, 7, 8.
- (c) What type of league do you wish to enter—Municipal ..... Industrial .....
- (Industrial type is league composed of teams whose players are full-time employees of sponsor.  
Municipal type is leagues composed of teams whose players may or may not be part of full-time employees of sponsor)
7. Does your team wish to play only independent games? .....
8. Day of Week—1st Choice ..... 2nd Choice ..... 3rd Choice .....
9. How long has team been organized?.....
10. Does your team have a sponsor? ..... If so, state sponsor's  
Name ..... Address ..... Phone.....
11. Does your team belong to any other program or association?.....
- If so, state .....
12. About what date would your team be ready to play?.....

Manager's Signature .....

Address .....

Phone .....

*Note: In submitting this questionnaire, the manager agrees to abide by all regulations laid down by the Department and to pay all fees charged against his team.*



softball questionnaire (see Form No. 12) also serves as a team contract, but it further provides data that is exceedingly useful to the authorities in assigning teams to leagues and in the preparation of league schedules. Much of this information would not need to be secured from teams in a small city.

Form No. 13 is a means of notifying team managers as to changes in team personnel during a season.

Department of Recreation Blankville		
CHANGES IN TEAM PERSONNEL		
.....LEAGUE ..... 19....		
The following players have been ADDED to the roster of the:		
Team	Player	Date Eligible
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
The following players have been RELEASED from the roster of:		
Team	Player	Date Released
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
MUNICIPAL ATHLETIC ASSOCIATION		
By.....		



### *Relating to Officials*

Lists of officials employed by the department, available for assignment or belonging to the local officials' association, service records and ratings of officials and reports of training courses and clinics are among the types of records relating to officials. Reports submitted by officials at the end of a game, meet or season might also be included in this group, but they are classified as program records in this chapter.

[illegible]

### FORM 14. TEAM ROSTER AND GAME RECORD FORM



The application blank for assignment with the Los Angeles Municipal Umpires' Association (see Form No. 15) furnishes much useful data. The Milwaukee officials' time card (see Form No. 16) is a simple means of recording service rendered and is useful for payroll purposes in a city where the officials are paid directly by the department. It is printed on a mailing card. Form No. 17 is used in Portland, Oregon, in notifying an official as to his assignments. Protest against an official's rulings requires a clear statement of facts on the part of the

<b>DEPARTMENT OF RECREATION AND PARKS</b> City of Los Angeles 305 City Hall  <b>MUNICIPAL UMPIRES' ASSOCIATION</b>  <b>— APPLICATION BLANK —</b>									
Name .....									
<div style="text-align: right;">Phone - Bus .....</div>									
<div style="text-align: right;">" Home .....</div>									
Employer and Address .....									
Date of birth ..... Weight ..... Height .....									
What dependents have you? .....									
Do you own a car? .....									
State all physical defects .....									
Ancestry .....									
What foreign language do you speak? .....									
Do you belong to any other umpires' or officials' association? .....									
If so, what? .....									
State experience below .....									
I feel that I am qualified to officiate in Triple A Class — <table style="width: 100%; margin-top: 5px;"> <tr> <td style="width: 50%;">1. Basketball</td> <td style="width: 50%;">5. Soccer</td> </tr> <tr> <td>2. Baseball</td> <td>6. Tennis</td> </tr> <tr> <td>3. Softball</td> <td>7. Football</td> </tr> <tr> <td>4. Nightball</td> <td></td> </tr> </table>		1. Basketball	5. Soccer	2. Baseball	6. Tennis	3. Softball	7. Football	4. Nightball	
1. Basketball	5. Soccer								
2. Baseball	6. Tennis								
3. Softball	7. Football								
4. Nightball									



MILWAUKEE PUBLIC SCHOOLS	<u>OFFICIALS' TIME CARD</u>	DEPT. OF MUNICIPAL RECREATION
Name _____		
Sport _____		Date _____
Position _____		Field or gym _____
vs  vs  vs		League
Was this game fully played? _____ Remarks _____ Be sure to fill in correctly all the information requested on Time Card. Use separate card for each assignment. Return immediately. <small>323 9-45 MPE</small>		

FORM 16. OFFICIAL'S TIME CARD

BUREAU OF PARKS AND PUBLIC RECREATION, PORTLAND, OREGON				
<u>OFFICIAL'S ASSIGNMENT</u>				
Sport _____		Date _____		
Name of Official: _____				
<u>Assignment:</u>				
Date	Day	Place of Games	No. Games	Time of Games
Remarks: _____				

FORM 17. OFFICIAL'S ASSIGNMENT SHEET



<b>DEPARTMENT OF PUBLIC PLAYGROUND AND RECREATION</b>			
<b>CITY OF READING</b>			
<b>PENNSYLVANIA</b>			
<b>PROTEST AND COMPLAINT</b>			
<b>Game Concerned, Check:</b>			
Baseball	Football	Soccer	Basketball
Name of League.....			
Name of Teams.....		vs	.....
Date ..... at .....			
Umpire (Referee).....			
The.....		represented by .....	
(Name of Team)		(Manager)	
desires to file the following complaints and protest against .....			
(Team, Manager, Captain, Player, Umpire, Referee)			
for the following reasons:			
<b>NOTE:</b> Each protest or complaint must be accompanied by a check or money to cover the designated fee. (If said protest or complaint is upheld, the deposit fee shall be returned; if overruled, it shall be forfeited to defray expense of protest.)			
Teams may protest for the following reasons: eligibility of players, age of player, standing of a player, registration of a player, contract of a player, misinterpretation of a ground rule by umpire or referee, decisions which are misinterpretations of rules.			
(USE OTHER SIDE FOR ADDITIONAL REASONS)			



LOS ANGELES MUNICIPAL OFFICIALS ASSOCIATION  
RATING SHEETNAME \_\_\_\_\_ RATED BY: \_\_\_\_\_ OFFICE \_\_\_\_\_ TEAM \_\_\_\_\_ DATE \_\_\_\_\_  
OFFICIAL ☐

Place a check ( ) in the square which you think the official rates on the basis of 100 points as perfect. \* Each trait must be rated.

	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	100
ABILITY: Knowledge of rules, Resourcefulness, alertness, leadership.																				
APPEARANCE: Neat, clean, standard accepted uniform.																				
ATTITUDE: Rustle, cooperative, helpful actions instill confidence.																				
CHARACTER: Loyalty, reputation, honorable, engenders respect, upright record.																				
INTEGRITY: Honest, trustworthy, fair, just, sincere.																				
PERSONALITY: Temperament, friendly, likable, genuine, good leader.																				
PROMPTNESS: Punctual, on time, does not delay game, keeps up with play.																				
TACTFULNESS: Diplomacy, courteous, convincing, confident, cautious.																				

Explanation: The items listed under each trait are not necessarily those defining the trait but are intended to be suggestive and helpful in determining your fair opinion of the official.  
Even though you do not have what you consider sufficient knowledge of any particular trait listed for an official, please rate him on what information you do have. To make this sheet valid, every trait must be rated.



*Relating to Properties*

The recreation department needs to know at all times what permits have been issued to individuals and teams for the exclusive use of its indoor and outdoor facilities and the periods which they cover. Otherwise more than one group may be given permission to use a field, court or building at the same time, with resulting arguments and disappointments. A department that has several facilities that are in almost constant demand will find it worthwhile to have a permit book printed and bound for each facility, with permits in sequence for every possible period. When a permit form is filled out and torn from the book, it means that the facility is reserved for that period. More often, a single permit book is used and the name of the facility and the hours covered by the permit are filled in on each form as the permit is granted. The duplicate or stub, retained in the book, serves as an office record. A chart showing the permits granted for a baseball field appears on page —.

*Team Permits.* Typical of permit forms is the athletic field permit (See Form No. 20) used in Canton, Ohio. More complicated is the Chicago field permit (see Form No. 21) which

<b>DEPARTMENT OF RECREATION</b>		<b>992</b>
Canton City School District		
<b>ATHLETIC FIELD PERMIT</b>		
Date.....		
Team.....		
is hereby given permission to use.....		Field
Date of Permit.....		
Hours of Permit.....		
.....		Director of Recreation
<small>ALL TEAMS USING ATHLETIC FIELDS AGREE TO ABIDE BY RULES AND REGULATIONS OF RECREATION DEPARTMENT, CANTON CITY SCHOOL DISTRICT.</small>		



Permit No. _____	Date _____	Time			Park
<b>CHICAGO PARK DISTRICT</b> <b>Division of Recreation</b> <b>Field Permit</b>		10 00 A.M. <input type="checkbox"/>			
		1 00 P.M. <input type="checkbox"/>	Field	Month	Date
		3 30 P.M. <input type="checkbox"/>	1 <input type="checkbox"/> 8 <input type="checkbox"/>	Jan. <input type="checkbox"/>	1 <input type="checkbox"/> 16 <input type="checkbox"/>
		5 00 P.M. <input type="checkbox"/>	2 <input type="checkbox"/> 9 <input type="checkbox"/>	Feb. <input type="checkbox"/>	2 <input type="checkbox"/> 17 <input type="checkbox"/>
		6 00 P.M. <input type="checkbox"/>	3 <input type="checkbox"/> 10 <input type="checkbox"/>	Mar. <input type="checkbox"/>	3 <input type="checkbox"/> 18 <input type="checkbox"/>
		7 00 P.M. <input type="checkbox"/>	4 <input type="checkbox"/> 11 <input type="checkbox"/>	April <input type="checkbox"/>	4 <input type="checkbox"/> 19 <input type="checkbox"/>
_____ <input type="checkbox"/>	5 <input type="checkbox"/> 12 <input type="checkbox"/>	May <input type="checkbox"/>	5 <input type="checkbox"/> 20 <input type="checkbox"/>		
	6 <input type="checkbox"/> 13 <input type="checkbox"/>	June <input type="checkbox"/>	6 <input type="checkbox"/> 21 <input type="checkbox"/>		
	7 <input type="checkbox"/> 14 <input type="checkbox"/>	July <input type="checkbox"/>	7 <input type="checkbox"/> 22 <input type="checkbox"/>		
		Aug. <input type="checkbox"/>	8 <input type="checkbox"/> 23 <input type="checkbox"/>		
		Sept. <input type="checkbox"/>	9 <input type="checkbox"/> 24 <input type="checkbox"/>		
		Oct. <input type="checkbox"/>	10 <input type="checkbox"/> 25 <input type="checkbox"/>		
		Nov. <input type="checkbox"/>	11 <input type="checkbox"/> 26 <input type="checkbox"/>		
		Dec. <input type="checkbox"/>	12 <input type="checkbox"/> 27 <input type="checkbox"/>		
			13 <input type="checkbox"/> 28 <input type="checkbox"/>		
			14 <input type="checkbox"/> 29 <input type="checkbox"/>		
			15 <input type="checkbox"/> 30 <input type="checkbox"/>		
			31 <input type="checkbox"/>		

Home team _____	Visiting team _____
This permit is issued	
To _____	
_____	
_____	

Baseball <input type="checkbox"/>	Signed _____
Softball <input type="checkbox"/>	
Football <input type="checkbox"/>	
Soccer <input type="checkbox"/>	
_____ <input type="checkbox"/>	

All play is subject to regulations printed on reverse side of this permit.  
R-6 (7702)

### REGULATIONS

1. This permit must be presented to the Police Officer on the date specified.
2. The Police Officer will be in charge of grounds, players and spectators; he will not permit play if the grounds are not in condition.
3. Disorder among players or their partisans will cancel this permit, and cause withholding of future permits.
4. Playing for a money stake, or betting upon the results of games, is strictly prohibited. Teams violating this rule will be refused further use of Park facilities.
5. Teams failing twice to use scheduled fields will be refused further permits.
6. At the end of the playing period specified in this permit, teams must relinquish possession of the field, unless holders of permit for the following period give their assent to continuing the game or the inning.
7. If actual play is not begun within 20 minutes of the hour scheduled, the Officer may turn the field over to other waiting teams.
8. Tagging prohibited in or outside of Park.

### FORM 21. FIELD PERMIT AND REGULATIONS

contains on the back of its duplicate form regulations governing the use of the permit and field. Forms 22 and 23 are respectively an application for baseball game or diamond and a baseball booking and permit, both used in San Francisco. The former includes rules for the use of the diamond; the



**APPLICATION FOR BASEBALL GAME OR DIAMOND**

**ADULT ATHLETIC DEPARTMENT  
SAN FRANCISCO RECREATION DEPARTMENT  
370 CITY HALL**

Name of Team Applying for Game.....

Name of Manager of Team .....

Address..... Phone .....

Name or Class of Team You Wish to Play.....

Day and Date Desired .....

Choice of Diamonds:

Choice of Time

1. .... 1. ....

2. .... 2. ....

**PLEASE READ THE FOLLOWING RULES**

1—If your choice of diamond is not available this department reserves the right to schedule your game in any available diamond

2—Applications must be filled out in Room 370, City Hall, any time from Monday to Wednesday from 9 to 5

3—No games will be scheduled more than one week in advance.

4—Only managers, or duly authorized member of team having manager's card, may schedule game or diamond

5—If you cannot use the diamond applied for, notify the Recreation Office before Wednesday noon. Failure to do this will result in denial of a future permit

6—Cards will be mailed to managers notifying the team you are playing and the place and time.

7—Games or diamonds will not be changed after they are scheduled

8—No game or diamond will be booked by telephone or mail.

9—Managers must pay the required fee for broken windows when filing their application.

Supervisor of Athletics

**FORM 22. APPLICATION FOR BASEBALL GAME OR DIAMOND**

latter is mailed to the team manager. Unlike the baseball application and permit which apply to a single date, the comparable gymnasium forms (see Forms No. 24 and 25) may cover a period up to four weeks.



**BASEBALL BOOKING AND PERMIT****ADULT ATHLETIC DEPARTMENT**

RECREATION DEPARTMENT, ROOM 370, CITY HALL

**NAME OF TEAMS PLAYING**

VS.

TIME

PLACE

**DIRECTIONS**

This card is PERMIT to use diamond assigned. Present this card to director of playground. Conduct of teams will be reported by director and, upon his recommendation and report, teams shall be refused further permits.

**FORM 23. BASEBALL BOOKING AND PERMIT****SAN FRANCISCO RECREATION DEPARTMENT****GYMNASIUM PERMIT**

This permit entitles ..... to the use of

..... Gymnasium, located at .....

on ..... Evenings, ..... from ..... to ..... P.M.  
(Month)

Please Show This Card to the Director in Charge of the Gymnasium at Every Practice Period

**RULES AND REGULATIONS**

1. All players must wear standard-gym. equipment
  2. Towels must be returned to Director in charge.
  3. Smoking and drinking prohibited in the building.
- Failure to use facilities will result in denial of future permit.

**JOSEPHINE D. RANDALL, Supt.**

**JERRY LINARES, Supervisor of Athletics**



**APPLICATION FOR GYMNASIUM PERMIT**  
**SAN FRANCISCO RECREATION DEPARTMENT**  
**370 City Hall**

Date.....

Name of team or group applying for court.....

Name of Manager.....

Business Address..... Business Phone.....

Home Address..... Home Phone.....

For the month of.....

Place and time preferred (check 1 for 1st choice and 2 for 2nd choice).

<i>Men's Gym</i>	<i>Woman's Gym</i>	<i>Night</i>	<i>Hour</i>
APTOS, Ocean Ave. & Aptos.....	ROOSEVELT, 1st & Geary.....	Monday.....	
FRANCISCO, Chesnut & Powell.....	GIRLS' HIGH, Geary & Scott.....	Tuesday.....	7:00.....
ROOSEVELT, 1st Ave. & Geary.....	EVERETT, 16th & Church.....	Wednesday.....	
HORACE MANN, 23rd & Valencia.....		Thursday.....	8:15.....
JAMES LICK, 25th & Noe.....		Friday.....	
PRESIDIO JR. HIGH, 30th & Clement.....			

Length of time desired..... (one, two, three or four weeks)

**PLEASE READ THE FOLLOWING RULES:**

1. Only a one-hour period per week per group will be granted.
2. This department will grant requests whenever possible but will substitute a gymnasium if the one desired is not available.
3. Gymnasiums are for the use of adult recreation groups only and may not be used for drill purposes, etc.
4. Women's groups using the gymnasiums must not be coached, managed or supervised by men. Women must be in charge of all women's groups.
5. Gymnasiums may not be reserved for any group with less than twelve participants.
6. Regulation gymnasium shoes, uppers and lowers must be worn when using the facilities.
7. Application may be made up to the day before the last day of each month for the following month.
8. Courts will be assigned on the first of each month.
9. Only managers or bona fide representatives of groups may make application for courts and the name of the person appearing on this application will be held responsible by this department.
10. Gymnasiums may not be scheduled over the telephone or through the gymnasium director.
11. Gymnasiums may only be used for practice purposes. Practice games may be played.
12. No group may play official league games other than those sponsored by the Recreation Department.
13. If team does not intend to use the gymnasium assigned, notice must be brought to the attention of this department at least two days before the assigned period of play.
14. Smoking or drinking of intoxicating beverages is prohibited in any part of the building.
15. A fee of five cents to defray expenses of printing and mailing must be paid for each night that a group uses the gymnasium.
16. Fee must be paid upon filing this application.

JOSEPHINE D. RANDALL, Superintendent,  
 Supervisor of Athletics

**FORM 25. APPLICATION FOR GYMNASIUM PERMIT**

The granting of team permits for the use of a field, diamond or indoor court is simplified by the use of a chart which shows



RECREATION COMMISSION Cambridge, Mass. FIELD PERMIT RECORD				
Playground.....				
Sport.....				
Month.....				
Day	Date	Morning	Afternoon	Evening

FORM 26. FIELD PERMIT RECORD CHART

at a glance the periods for which permits have been issued. Form No. 26 illustrates such a chart used in Cambridge, Massachusetts; it records the permits issued for a playground baseball diamond during a period of one month. Since the dates fall on different days of the week in different months, the days must be inserted in the first column whenever a new chart is put into use, but the dates are printed on the form, which is  $8\frac{1}{2} \times 11$  inches.

*Permits to Individuals.* Permits for the use of a golf course, tennis court, swimming pool or other facility are issued to individuals by many recreation departments. These permits are sometimes for a single period of use, in which case they indicate the specific time and place for which the permission is granted. Other permits are for a week, month, season, or year, and they may apply to the facilities at a specific location, such as the tennis courts on a certain playground, or they may permit play at any tennis courts in the city. In handling these various individual permits, printed forms of two types are commonly issued by recreation departments. One consists of an application form



on which the individual supplies such information as his name, age, address, telephone number and the time and place he wishes to use the particular type of facility. The other is in the form of a permit slip, usually printed in duplicate, authorizing the individual to use the facility at the time indicated. Form No. 27 illustrates a slip of this type used in Canton, Ohio.

In case of a yearly or seasonal permit, a printed card may be issued, on which are entered the individual's permit number, the name and location of the facility and the signature of the issuing authority. On the permit is often printed some such statement as the following: This permit is issued subject to

**TENNIS COURT  
PERMIT**
**Nº 24503**
**RECREATION DEPT.**  
Canton City School Dist.

Date \_\_\_\_\_ 19\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Issued at \_\_\_\_\_ Court No. \_\_\_\_\_

 Time of Permit \_\_\_\_\_ SINGLE ☐ DOUBLE ☐
**TENNIS COURT  
PERMIT**
**Nº 24503**
**RECREATION DEPT.**  
Canton City School Dist.

Date \_\_\_\_\_ 19\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Issued at \_\_\_\_\_ Court No. \_\_\_\_\_

 Time of Permit \_\_\_\_\_ SINGLE ☐ DOUBLE ☐

FORM 27. TENNIS COURT PERMIT

Recreation Commission,

, N. Y.

City Hall

Phone \_\_\_\_\_

Permit No. \_\_\_\_\_

is issued to \_\_\_\_\_

for the use of Tennis Courts at \_\_\_\_\_ Field

for the year 19\_\_\_\_.

Superintendent of Recreation

Date \_\_\_\_\_

Individual receiving permit

FORM 28. YEARLY TENNIS PERMIT



the rules and regulations governing the use of the Municipal Tennis Courts in (name of city) and will be withdrawn if all the rules are not observed strictly. A card of this type, as shown in Form No. 28, is usually issued only to local residents.

*Loan Records.* Departments that loan picnic kits and other supplies need a form that will record the transaction and that can be used in checking their return. Form No. 29, which is

BLANK RECREATION DEPARTMENT  
City Hall

• PICNIC BUREAU LOAN RECORD

To Stock Clerk of Warehouse  
56 Main Street, Blankville

Please check out to M \_\_\_\_\_ Whose address  
is \_\_\_\_\_ and who represents \_\_\_\_\_  
(Name of Organization)

the items checked below:

ARTICLE	QUANTITY	Checked Out	Checked In
1. Tennis net			
2. Softball			
3. Softball bat			
4. Horseshoes - set of 4			
5. Horseshoe stakes			
6. Jump rope			
etc.        •     •			

Date \_\_\_\_\_

Picnic Bureau \_\_\_\_\_

Equipment Received

Equipment Returned

(Signed) \_\_\_\_\_

(Signed) \_\_\_\_\_

(Date) \_\_\_\_\_

Stock Clerk  
(Date) \_\_\_\_\_

The storehouse is open for the loan of picnic equipment on weekdays from 9:00 A.M. to 4:00 P.M. It is closed on Saturdays and Sundays. A deposit of \$5.00 is required to assure the safe return of all equipment.



filled out by the department office and is presented to the warehouse, serves the double purpose of a receipt for the equipment loaned and a record of its return.

CITY OF NEW YORK

DEPARTMENT OF PARKS

## ENTRY BLANK

**MODEL YACHT REGATTA**

Sponsored by  
NEW YORK COMMUNITY TRUST

Saturday, May 25, 1946 at 2:00 P.M.

MANHATTAN — CONSERVATORY LAKE, CENTRAL PARK, 72nd Street & 5th Avenue  
BROOKLYN — PROSPECT PARK LAKE, Vanderbilt Street & Prospect Park South-west  
BRONX — CROTONA PARK LAKE, Wilkins Avenue & Crotona Park East  
QUEENS — KISSENA PARK LAKE, Oak Avenue & 164 Street, Flushing  
RICHMOND — CLOVE LAKES PARK, Victory Boulevard & Clove Road, S 1

## CLASSES

Class A 12" to 18" boats	<input type="checkbox"/>	Class D 33" to 40" boats	<input type="checkbox"/>
Class B 19" to 25" boats	<input type="checkbox"/>	Class E 41" to 50" boats	<input type="checkbox"/>
Class C 26" to 32" boats	<input type="checkbox"/>	Class F Homebuilt Models to 30"	<input type="checkbox"/>

## RULES GOVERNING THE MEET

- 1 Any boy or girl 17 years of age or younger may enter a sailboat in any of the classes listed above, provided that he owns the boat and sails it himself
- 2 Boats are to sail along a definite course. Final instructions will be given to contestants on the day of the race
3. All boats to be measured for overall length from stern to bow, not including bowsprit.
4. Contestants must apply at the Judge's booth not later than 1 P.M. on the day of the races for measuring in of boats and assigning of race numbers
- 5 Prizes will consist of medals awarded to first, second and third place winners in each event
- 6 A contestant may enter Class (F) in addition to other classes if his boat is a home-built model.

Please enter my boat in the Model Yacht Regatta in the Class checked above.

NAME ..... ADDRESS ..... AGE .....

NAME OF BOAT ..... CLASS OF BOAT ..... SIZE .....

PLAYGROUND: ..... SCHOOL OR CLUB: .....



*Relating to the Program*

Program records and forms are perhaps more varied and numerous than any other type. They include entry forms and lists, score cards and reports, parent's permission blanks and programs of meets, tournaments and special events. Standard score books for major games such as baseball and basketball are available from dealers; forms for scoring many other sports are often developed locally and issued by the department. Only a few representative program forms are shown here.

## Division of Recreation, Louisville, Ky.

## PLAYGROUND PADDLE TENNIS CHAMPIONSHIPS

Algonquin Park

Shelby Park

Baxter Park

## FINALS

Playground: \_\_\_\_\_

Ages as of Sept. 15, of the current year.

Junior Boys (16 and under)

<u>Name</u>	<u>ADDRESS</u>	<u>AGE</u>
Singles _____	_____	_____
Doubles _____	_____	_____
_____	_____	_____

Junior Girls (16 and under)

Singles _____	_____	_____
Doubles _____	_____	_____
_____	_____	_____

Co-ed (16 and under)

Doubles _____	_____	_____
_____	_____	_____

NO ENTRIES ACCEPTED AFTER STAFF MEETING PRIOR TO TOURNAMENT.

\_\_\_\_\_  
Playground Instructor



**Entry Blanks.** An entry blank is required for all formal competitive events such as meets, contests and tournaments. The blank for the Model Yacht Regatta in New York City (see Form No. 30) was widely distributed and was used for entries in the five borough contests. In a form of this type that is filed directly by the individual boy or girl without the sponsorship of an adult leader, a listing of the rules governing the event is desirable. Entry blanks for events in which playground children are to participate are usually filled out and submitted by the playground leaders. Two such typical forms for entering children in championship events in Louisville are shown in Forms No. 31 and 32. A single copy of the form

**Division of Recreation, Louisville, Ky.**

**PLAYGROUND VOLLEYBALL CHAMPIONSHIPS**

**Central Park**

**Elliott Park**

**Beecher Field**

**Playground:** \_\_\_\_\_

<b>Check Division:</b>	<b>Junior Boys</b> ( )	<b>Intermediate Boys</b> ( )
	<u>12 thru 14 yrs.</u>	<u>15 thru 17 yrs.</u>
	<b>Intermediate Girls</b> ( )	<b>Co-ed</b> ( )
	<u>15 thru 17 yrs.</u>	<u>17 yrs. of age and under</u>

	<u>PLAYERS</u>	<u>ADDRESS</u>	<u>AGE</u>	<u>BIRTHDAY</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
	Sub. _____	_____	_____	_____
8.	_____	_____	_____	_____
	Sub. _____	_____	_____	_____

**Note:** Eight players to a girls' team.

**NO ENTRIES ACCEPTED AFTER MONDAY NOON PRIOR TO TOURNAMENT.**

Playground Leader



serves for the entries in various classes in paddle tennis, but a separate sheet is required for each class team entered in the volley ball championships.

**Score Sheets.** Reports of the results of games and contests and of individual and team achievements in them comprise an important part of the sports record. They furnish much of the information used in newspaper publicity and in determining the champions for the year or season. Only a few representative forms used in submitting these reports are shown here.

The score sheet for a community play day (see Form No. 33) is used in reporting the achievement and score of each boy

### SCORE SHEET - COMMUNITY PLAY DAY

Playground      Check      Check      Date  
                     Girls ( )      Class A ( )  
                     Boys ( )      Class B ( )  
                                     Class C ( )

Name	Throw (Distance in Feet)	Score	Dash (Time)	Score	Jump (Distance in Feet and Inches)	Score	Total Points
Jones, John	107½	75	9.2	60	5-9	56	191
Morris, Thomas	105	72	9.4	52	1-11	64	188

Print names, last name first.

Director



or girl participating in a particular class. It is especially suitable where each entrant takes part in all of the activities for his class, and where a scoring table has been worked out for each event. In case all playgrounds or other participating groups have the same number of entries, as is usually the case in a play day program, the total points scored by the individuals representing each playground can easily be totaled to determine the winning playground in the class. Six copies of Form No. 33 would be needed for recording the scores of the children representing a playground that entered boys and girls in events for all three classes.

## RECREATION DEPARTMENT

Blankville

## SCORE CARD - CITY TRACK MEET

Place of Meet \_\_\_\_\_ Date \_\_\_\_\_

Event		Winners	North	East	Central	South	West
1	75-yard Dash	1. Young - N 2. Frye - W 3. Holt - C 4. Thomas - S	5		2	1	3
	Time: 9 sec.						
2	High Jump	1. James - E 2. Frank - C 3. Henry - S 4. Long - W		5	3	2	1
	Height: 5'4"						
3							
4							
5							
Total Team Score							

Places score: 5-3-2-1

FORM 34. SCORE CARD FOR TRACK MEET



For a track and field meet, special score sheets are needed by the judges in recording the results of each event. Form No. 34 affords an easy method of recording the team scores for the meet; it is used to summarize the results reported on the score sheets for the individual events. A space should be provided in the first column for each event on the program, and sufficient spaces at the right for the various units competing. (Five are indicated in the suggested form.) If the same event is conducted for boys and for girls, and for different classes, a space for each group must be provided in the "Event" column.

*Report Forms.* Five report forms are shown, four of them from Milwaukee. The soccer referee's report, Form No. 35, is simple and easily filled out; on the reverse side are printed suggestions for scoring on sportsmanship, promptness and appearance. The baseball signup sheet (see Form No. 36) is the

MILWAUKEE PUBLIC SCHOOLS DEPT. OF MUNICIPAL RECREATION MUNICIPAL ATHLETIC OFFICE, 461 N. 35TH ST.					REFEREE'S TEAM RATING	
<b>SOCCER REFEREE'S REPORT</b>						
League_____			Date_____			
Field_____		Estimated Attendance at Game:_____				
<b>RESULT OF GAME</b>						
<b>TEAMS</b>		Score	Sports- manship	Prompt- ness	Appear- ance	
1. _____		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2. _____		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Goals Made by						
( )		( )				
( )		( )				
( )		( )				
( )		( )				
( )		( )				
<b>Referee's Signature:</b>						
1831 9-38		(OVER)		(Be sure to fill out both sides of card)		



# **Milwaukee Baseball Association** **"SIGNUP SHEET" PLEASE WRITE PLAINLY**

<b>League</b> _____	<b>Date</b> _____	<b>Grounds</b> _____
<b>ACTUAL STARTING LINEUP</b>		
<b>Team</b> _____	<b>Team</b> _____	
1. _____	_____	
2. _____	_____	
3. _____	_____	
4. _____	_____	
5. _____	_____	
6. _____	_____	
7. _____	_____	
8. _____	_____	
9. _____	_____	
<b>Substitutes</b>		
<small>(SUBSTITUTES MUST NOT SIGN UNTIL THEY OFFICIALLY ENTER THE GAME)</small>		
_____	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	

## **IMPORTANT NOTICE**

Every player must sign the signup sheet in his own handwriting. A player whose name is not on the signup sheet is not eligible to play.

No player may sign the signup sheet whose registration card is not on file in the Municipal Athletic Office.

Umpires are responsible for the proper signing of this sheet. Do not give to manager.

When a scorekeeper has been assigned he should help the umpire in signing up the players.

Too much stress cannot be laid upon the importance of this signup sheet being made out correctly.

Do not allow substitutes to sign sheet before the game.

(To be filled out by umpire unless a scoremarker is assigned—then umpire is only responsible to estimate attendance)

## **SCORE BY INNINGS**

Team Name	1	2	3	4	5	6	7	8	9	10	11	12	R	H	E
1. _____															
2. _____															

## **BATTERIES**

<b>TEAM 1</b> { Pitcher _____ Catcher _____	<b>TEAM 2</b> { Pitcher _____ Catcher _____
---	---

Actual Starting Time of Game \_\_\_\_\_ Estimated Attendance \_\_\_\_\_

Umpire's signature \_\_\_\_\_

Scoremarker's signature \_\_\_\_\_

This signup sheet should be mailed in by the umpire with his reports unless a scoremarker is assigned.



umpire's report on the game and also serves as a means of checking the teams' personnel—a procedure that is followed in several cities. Similar in many respects to the umpire's report is the basketball referee's report used in Los Angeles (see Form No. 37). This is printed on cardboard and can be folded and mailed as a double post card. On one half of the reverse side are printed the duties of the officials; on the other the mailing address of the department. Form No. 38 is used in reporting Bike Club rides. Seasonal records of community leagues are submitted on Form No. 39.

[illegible]

## FORM 37. BASKETBALL REFEREE'S REPORT



Department of Municipal Recreation, Municipal Athletic Office	
MUNI BIKE CLUB REPORT	
REPORT OF RIDE NO. ....	DATE .....
NUMBER OF BIKERS—MEN .....	
NUMBER OF BIKERS—WOMEN .....	
TOTAL .....	
DISTANCE OF RIDE .....	MILES COST OF RIDE .....
STARTING PLACE .....	DESTINATION .....
ACTUAL STARTING TIME .....	TIME WHEN ARRIVING AT DESTINATION .....
ROUTE OR RIDE: (Draw Diagram)	
THOSE IN CHARGE OF THE RIDE:	
GUIDE .....	
REAR GUARD .....	
RIDE REPORTER .....	
ANY ACCIDENTS? IF SO, WHO AND TO WHAT EXTENT INJURED .....	
BIKING SUPERVISOR .....	
General Remarks: .....	
.....	
(Use reverse side for additional remarks)	
NOTE. THIS REPORT MUST BE FILED AT THE MUNICIPAL ATHLETIC OFFICE NOT LATER THAN TUESDAY AFTER THE RIDE.	

FORM 38. BIKE CLUB REPORT

*Award Certificates.* Most certificates issued as awards to winners in sport are printed, are fairly simple and provide spaces for filling in the name of the individual and of the event or activity in which he performed with distinction. The superintendent of recreation or chairman of the recreation



Department of Municipal Recreation, Municipal Athletic Office  
Milwaukee, Wisconsin

COMMUNITY LEAGUE SEASON'S SUMMARY

SPORT _____ PLAYGROUND <u>1</u>		FINAL LEAGUE STANDINGS			
NAME OF LEAGUE _____ YEAR <u>19</u>		NAME OF TEAM	WON	LOST	PCT
NUMBER OF TEAMS _____		1 _____			
NUMBER OF REGISTERED PLAYERS _____		2 _____			
NUMBER OF GAMES PLAYED _____		3 _____			
TOTAL ATTENDANCE _____		4 _____			
LEAGUE WINNER _____		5 _____			
		6 _____			
		7 _____			
		8 _____			
		9 _____			
		10 _____			

(If awards were given, this portion of blank MUST be filled in.)

1st place - Individual's name: \_\_\_\_\_ Address \_\_\_\_\_

2nd place - Individual's name: \_\_\_\_\_ Address \_\_\_\_\_

3rd place - Individual's name: \_\_\_\_\_ Address \_\_\_\_\_

SIGNED: \_\_\_\_\_ (Playground Director)

NOTE: This form, completely filled out, must be turned in at the close of the league.





FORM 40. ACHIEVEMENT AWARD

board and the instructor or leader in direct charge of the activity usually sign the form. The Achievement Award granted in West Palm Beach, Florida, (see Form No. 40) is more elaborate than is customarily used but is especially appropriate as a sports award and is suitable for framing. Certificates are also



*The Union County Park Commission*  
 Union County, New Jersey

**CERTIFICATE OF HORSEMANSHIP**

*This is to certify that \_\_\_\_\_ of the \_\_\_\_\_ qualified as a First Class Horseman in a Duly Approved Test at the Watchung Stables on \_\_\_\_\_ 19\_\_\_\_*

\_\_\_\_\_  
*Engineer and Secretary*

\_\_\_\_\_  
*Superintendent of Recreation*

\_\_\_\_\_  
*Riding Instructor*

#### FORM 41. CERTIFICATE OF HORSEMANSHIP

designed as awards to individuals who pass certain tests, as in athletics, swimming or game skills. The Certificate of Horsemanship used in Union County, New Jersey, (see Form No. 41) is representative of this type.

**Accident Reports.** The method by which the circumstances surrounding an accident are promptly and accurately recorded is of great concern to sports authorities, for it may have a direct bearing upon the disposition of the case, if it results in court action. It may also affect the department's relations with participants in its program and with the public. Every department conducting a sports program should therefore provide a form for the use of its workers in reporting on accidents involving persons taking part in its program. Form No. 42 indicates the type of information to be reported in case of a serious accident.

#### *Relating to Finance and Business*

The sports authority is held accountable for all the funds entrusted to it. All moneys received must be properly entered



## ACCIDENT REPORT

Playground \_\_\_\_\_ Date \_\_\_\_\_

Name of injured person \_\_\_\_\_ Sex \_\_\_\_\_

Address \_\_\_\_\_ Age \_\_\_\_\_

Telephone No. \_\_\_\_\_ Time accident occurred \_\_\_\_\_

Describe in detail the nature and extent of the injuries \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Was first aid administered? Yes \_\_\_\_\_ No \_\_\_\_\_

Explain fully just what care was given and disposition of  
the case \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_State cause and type of accident, describing exactly where and  
how it happened and what the director or leader was doing at the  
time it occurred. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_Did any defect in the area or equipment cause or contribute to  
the accident? \_\_\_\_\_ If so, describe and indicate what steps  
the accident ? \_\_\_\_\_ have been taken to prevent a similar accident. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_Witnesses:

\_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_ Address \_\_\_\_\_

This report must be sent to the Recreation Department Office  
IMMEDIATELY.Signed: \_\_\_\_\_  
Recreation worker in charge



and the source indicated; similarly all expenditures require the approval of a designated official and must be recorded and charged to a specified budget item. A proper control of these funds is possible only if a satisfactory system of keeping financial records is established and kept in operation. In a public recreation department the financial records relating to sports must be maintained in accordance with the general accounting system used by the department, and this in turn is often determined by the city's fiscal authorities. Separate cost records are commonly kept for the entire sports division and for each major facility such as a golf course or bathing beach. Detailed cost records are kept for each league in a sport, in some cities, where an organization has been formed. The forms used for such records are similar to those in other departments. Advice in setting up a record system can be secured from the city's finance officer. An audit of the financial records should be made annually.

The operation of a community sports program involves many business operations, and although these may be conducted primarily by the department's business office, they are a major concern of the sports supervisor and his assistants. The purchase of supplies is one of the most important of these operations. The purchaser needs to know not only the types to be purchased, but the materials, grade of materials and workmanship requirements of each item. Supplies should conform to detailed specifications where these are practicable, or should be required to meet acceptable standards. Competitive bids are desirable, and purchases should be made only from reliable companies, at fair prices. Bidders often submit samples, which should be retained in order that supplies purchased may be compared with the samples. Needs for supplies should be estimated early in the year and orders placed in time to assure prompt delivery. Orders should be made out on regulation forms and approved by the designated authorities. Bills for supplies should be paid only after certification that the orders have been filled satisfactorily. A variety of forms is needed for use in business transactions by the sports agency.



# PART FIVE

## CHAPTER XIII

### *Winter Sports* ~

Winter is no longer a season when lovers of sport move indoors; on the contrary, people in increasing numbers are seeking the centers where winter sports flourish. Recreation authorities contribute to the development of outdoor winter sports programs by providing the essential areas and facilities, organizing clubs, arranging leagues and tournaments and furnishing instruction in skills required for participation in winter sports. Activities that comprise the winter sports program are commonly grouped as snow or ice sports. In sections of the country where winters are severe, these activities have gained an increasingly important place in the community sports program. In fact, the growth in winter sports has been one of the outstanding developments in recreation during the last two decades.

#### SNOW SPORTS

A winter snowfall no longer means that outdoor activities must be suspended, for a blanket of snow makes possible many thrilling activities. Coasting, skiing, tobogganing, children's snow games, sled events and cross-country races on snowshoes are typical snow sports. They include activities for old and young and they vary widely in the degree of skill required of



the person engaging in them. Some require slopes with or without special structures; others flat or rolling terrain.

### *Coasting*

Coasting is perhaps the most popular of all winter sports, as far as children are concerned. Children do not wait for a special invitation to get out their sleds and go coasting when the snow begins to fall. Since suitable, safe coasting places are lacking in many cities, they often coast in the streets where the danger of accidents is great. Recreation authorities have taken the following steps to assure safe coasting places:

1. Developed suitable existing areas or acquired properties with slopes that can be used for coasting. Large parks, reservations and golf courses often have satisfactory slopes for this purpose.

2. Arranged with owners of private property suitable for coasting to permit its use under supervision.

3. Erected sled slides on the playgrounds, thus making coasting possible on small level areas. A slide only a few feet high provides hours of fun for hundreds of children and yields a large return on a small investment. Temporary slides have been erected on concrete grandstands and the top of a shelter house has served as the platform for a sled slide.

4. Closed streets for supervised coasting.

*Safety Provisions.* Because streets afford the only available coasting place in many cities, recreation authorities have arranged with the appropriate city department—usually the police—to shut off certain streets for specified hours daily whenever coasting conditions prevail. Only streets that have relatively light traffic and that do not cross a street with heavy traffic are closed. Where necessary to bring all coasters to a stop before they reach the end of the closed section, a strip several feet wide near the end of the run is cleared of snow or covered with ashes. Wooden barriers are erected during coasting periods, and red lanterns are hung on them after dark.

The provision of supervision at streets closed for coasting is essential and it is desirable at all coasting areas. Duties of coasting supervisors include the following:

Assure safe and enjoyable activity by protecting the younger children, enforcing simple coasting rules, preventing "roughhouse-



ing," and insisting that bobsleds give other coasters a safe headway before starting down the slope.

Direct such automobile traffic as has a right to enter the street.

Protect the interests and property of residents of adjoining property.

Erect barriers and lights, where necessary, at the start of the coasting period and remove and store them at its close.

*Sled Events.* Novelty sled events and stunts add much to winter fun and can be used to lend variety to the coasting program. Boys and girls usually compete separately; age classifications make for keener competition. In events for time or distance, three trials are often allowed, the best performance being counted. Some of these sled events are:

*Coast for Distance.* Sliding down on stomach, with running start. Distance to be measured from take-off line to forward point of sled when stopped.

*Coast for Time.* Conducted like the coast for distance, only the time required to reach a certain line determines the winner.

*Push and Coast.* One boy lies on the sled, the other gives him a running push to the take-off line. (This may be run as a distance or time event.)

*Towing.* One child is on sled; another, pulling it, toes the mark. The sled is pulled 25 yards, is turned around and brought back.

*Double Race.* Two partners are on same sled; they push off with feet or hands or both. (This may be run as a distance or time event.)

*Crab Race.* Each participant lies on his stomach and propels the sled with his hands.

*Eskimo Coasting.* Half-way down the coasting hill, about 20 feet from and parallel to the coasting line, a target a yard square is erected. Three concentric circles are marked on it, their diameters 36 inches, 20 inches, and 10 inches, respectively. Each contestant in turn coasts down the hill armed with three snowballs, which he throws at the target as he passes it. Hitting the outside ring counts one; the middle, five; the inner circle, ten. The child who first scores twenty-five points is the winner.

*Shuttle Relay.* Each team consists of four, six or eight players, half of whom are stationed at each end of the course. The race is run under regular shuttle relay rules, with each player pulling a



sled the length of the course and turning it around for the next runner. A variation of this relay is for each team to have a rider who is pulled throughout the race.

*Sled Parade.* Decorated sleds make an effective parade. Interest may be added to such a parade by dividing the sleds into classes and giving awards for the most elaborate, most beautiful and most fantastic sleds.

*Dog Derby.* In community programs this activity is usually conducted as a children's event over a course of from 100 yards to one mile. Entries consist of a child with his dog, who pulls the driver, seated on a sled, over the course to the finish line. If entries are numerous, dogs may be classified according to type or weight. As a rule no dog is permitted to pull a weight greater than his own, and drivers are not allowed to use whips.

### *Tobogganing*

The great speed attained by toboggans on a well-constructed slide with a steep slope makes tobogganing a thrilling sport. Coasting hills are sometimes used, but toboggans are not as easily controlled as sleds and require a smooth surface, free from bumps and obstructions, so tobogganing is largely confined to slides specially constructed for this purpose. Natural slopes are used, but a trestle with starting platform is commonly erected at the top of the slide to give greater speed and distance to the run and any irregularities in the surface are eliminated throughout the course. Large numbers of people can be accommodated on a slide, especially if two or three troughs or chutes are constructed side by side. Toboggans are commonly provided by the department operating the slide and are rented to users at a nominal fee. During periods of heavy use, a starter is employed to make sure no toboggan starts down the slide until the preceding one has completed its run. Overcrowding of toboggans should be prevented and riders should keep their feet on the toboggan to avoid accidents.

A championship toboggan run deserves a place among the special events in the winter sports program. In one city where such a contest has been held, teams consisting of five members, men or women, participated. Two classes of toboggans were entered, those with steel runners and those with wooden



runners, but toboggans with all-steel bottoms were barred. No restriction was placed on the length of the toboggans. The length of the run used for the competition was approximately 1300 feet. Each team was given two trial runs and the faster time made in these trials was recorded; the team with the best time was awarded the municipal championship.

Bobsledding is an exciting and dangerous sport related to tobogganing. Because it requires a long steep slope and special track that is expensive to construct and maintain, this activity is not suitable for community sports programs.

### *Skiing*

Skiing was long considered a sport for the expert; only during the past decade or two has it become exceedingly popular. The variety of ski activities and the wide variation in skill and stamina required for successful participation in them make skiing a sport that can be enjoyed by large numbers of people. The increased opportunities for instruction in ski skills, thus reducing the likelihood of accidents, the remarkable expansion in skiing facilities, the relatively low cost of equipment and the promotion of the sport by commercial and governmental agencies have contributed to the recent growth in public interest in the sport. It has been estimated that about 5,000,000 Americans went skiing some time during the 1948-1949 season.

The potential hazards associated with skiing are such that care needs to be taken to prevent accidents. A few suggestions for assuring safety are:

1. Use proper equipment and correctly sized skis.
2. Take it easy at first and enjoy yourself.
3. Feel your way along. Don't take dares until you are sure of the course and your ability.
4. Stay on the practice slopes away from spectators.
5. Leave jumping to the experts.

Ski slopes and trails should be equipped with a first-aid kit and a toboggan for use in case of injury or accident. Ski or trail patrols trained in administering first aid render valuable service at large outlying skiing areas.



*Events.* Open slopes in parks and other recreation areas are commonly set aside exclusively for skiing; where they differ in length and grade, they accommodate skiers with varying degrees of ability. A slope of ten degrees for beginners, ten to twenty degrees for advanced skiers and over twenty for experts has been recommended. Snow conditions are generally most satisfactory on slopes facing north or northeast. Skiing areas for beginners should be free from obstructions and should afford a level space at the foot of the slope. Downhill ski racing is a common event in major ski competitions. In this event contestants at one-minute intervals start down the slope, on which the course is marked by control gates and direction flags. Slalom racing, an activity for the skilled skier which is a standard event in ski competitions, involves following a scientifically planned course on a steep slope, with zig-zag turns marked by flags. Suitable facilities for these two events are usually developed in large outlying park or forest areas.

Cross-country skiing is another enjoyable activity. Considerable practice and training are necessary for long cross-country hikes or for competitive events, but courses of varying length and difficulty can be planned for persons who differ in age, endurance and ability. Cross-country races are a common feature of ski tournaments; they require clearly marked courses, with judges stationed at intervals to see that all contestants keep to the course.

The entries in cross-country races are usually started at three-minute intervals to prevent crowding on the course. The winners are determined on the basis of the time required to complete the course. Ski touring, which consists of uphill and downhill skiing over open terrain or on cross-country trails through wooded terrain at an easy pace, is a pleasant non-competitive activity.

Ski jumping is the most spectacular of ski events, but it is a dangerous sport and use of ski jumps should be restricted to qualified jumpers. In a number of northern cities where interest in skiing is high, instruction classes in ski jumping have been organized for boys and girls, and a remarkable degree of skill has been developed. Such classes greatly stimulate interest in jumping, especially if junior jumps are constructed and junior



ski clubs are organized. Unless a department is prepared to furnish such instruction, jumping should probably be omitted from its winter sports program. The throngs that flock to a ski tournament indicate the interest and thrill that this exciting sport affords to spectators.

*Informal Activities.* Many informal events which afford fun for participants and spectators can be included in the skiing program and introduced at meets for school, playground or community groups. They include speed races of varying lengths, tag games, throwing events, relays, ball games and activities like follow-the-leader. A few novelty events are:

*Tandem Ski Race.* Two people use one pair of skis at the same time.

*Ski-joring Race.* Teams of three compete; one member standing on skis is pulled to the finish line by the other two members.

*Ski Tilting with Mops* is an amusing event. Two people, each wearing skis and armed with a mop, face each other. Each tries to upset his opponent with his mop.

*Skiing for Distance.* Where a slope is available, contestants, either one at a time or in groups of two or more, attempt to coast the longest distance.

*Sitting Race.* Using his skis as a toboggan, the skier puts his feet through the toe straps and sits on the skis, keeping his knees together so the skis will not separate. He pushes off with his hands and, using his arms to balance himself, attempts to ski the greatest distance.

*Partner Race.* Partners put their feet through the toe strap on alternate skis (1 and 3, or 2 and 4) and sit on the skis. They push off with their hands and see how far they can coast.

*Junior Ski Meet.* Junior competition in ski events can be organized and conducted in such a way as to foster recreational skiing as a sport among the boys and girls of a community or larger area. Typical of such competitions is the Junior Ski Meet that was conducted for many years by the Western Massachusetts Winter Sports Council for the boys and girls in four counties. Participation in the meet was on a team basis with each team of four members representing a school, club or town in the area. All-girl, all-boy or mixed teams could enter. Boys competed in two classes: (1) thirteen through fourteen years



and (2) twelve years and younger. Girls fourteen or under could take part.

The events were as follows:

*Slalom Race.* This is a team event with each member of the team racing. The time of each individual team member is recorded and the team having the lowest total time receives 100 points. Points for the other teams are in inverse proportion to their combined time.

*The Jump.* This is a 25-foot maximum jump and is judged for both form and distance. The team judged to be the winner receives 100 points, and the others are scored as in the slalom. (This event is open to boys only.)

*Proficiency Test.* Each individual member participates in all four of the events:

1. Climbing technique
  - a. Herringbone
  - b. Side Step
  - c. Diagonal traverse with kick turns to the right and left
2. Demonstration of snow plow
3. Demonstration of stem turn (stemboggen)
4. Demonstration of stem christie

Each unit is judged as follows: excellent, 25; good, 20; fair, 15; poor, 5.

*Clinic.* To encourage participation in skiing in its various forms some departments conduct classes for beginners. The Board of Park Commissioners in Minneapolis, Minnesota, moreover, with the cooperation of the participating groups in the city's Ski-racing Council, has conducted a "Ski Clinic" for several years. The purpose of the clinic is to foster an interest in the acquisition of greater skill in ski activities. The sessions are held for two or three evenings just after Christmas at the Chalet in a city park that is a popular winter sports center and that includes among its facilities a lighted slalom hill. Several hundred children and adults, about half of them girls and women, attend the clinic to obtain instruction about the proper use of their ski equipment and the fun they can have while using it. Top-ranking instructors and world-famed ski experts volunteer their services to this promotional project which has proved effective in interesting a larger proportion of the general public in the art of skiing.



The procedure at the clinic has been described as follows:<sup>1</sup>

"The first evening, downhill skiing and slalom are discussed, proper equipment displayed and talked over, and movies are shown, after which the instructors and their pupils go out on the hills where practical demonstrations are presented by the experts to illustrate their teachings. At the next evening session, ski jumping is the main subject of discussion, followed by descriptive movies and practical instruction."

### *Snow Games*

A snowfall is the signal for snow battles, which need no stimulation from adult leaders, but there are many other types of activities that children enjoy, once they are made acquainted with them. The only requirements for most snow games are warm but loose clothing, plenty of snow and a leader to get them started. Here are a few that have proved popular: many other games such as softball or volley ball can be adapted to play in the snow.

*Siberian Man Hunt.* One of the players designated as the "man" escapes and is given a three-minute start. The hunters then follow, tracking him through the snow. The "man" must stay out a designated period, ten minutes or more, and then return to the starting point safely. If he is hit with snowballs *three* times, he is killed. If he hits any hunter with a snowball, that hunter is killed. (This is an exciting game for boys.)

*Snowball Bombardment.* For this game, which is popular with lumbermen, two sides line up a good throw's length apart. Each player sets a pole in the snow in front of him and sticks a hard snowball on top of it; he then makes a pile of snowballs, placing them at his feet. Each side throws snowballs at the balls mounted on the poles of the other side. Meanwhile every man does his best to protect his own. The side which destroys all its opponents' snowballs or has the larger number of undisplaced snowballs at the end of a prearranged period wins the game.

*Tug-of-War.* This is played like a regular tug-of-war except that a heap of snow is made and the two teams line up on opposite sides of it. The team that is pulled over the snow "mountain" loses.

<sup>1</sup> Emily Merkert, "Winter Sports: Health, Beauty and Fun Are Winter's Gift to Minneapolis," *Parks and Recreation*, December, 1940, p. 17.



**Snow Dodge Ball.** Two large concentric circles are tracked in the snow about fifteen feet apart. The group is divided into two equal teams. One team scatters within the inner circle while the other team scatters in the area between the two circles. The center team makes snowballs and throws them at the players on the rim, who try to dodge. While dodging the balls, rim players may not run outside the outer circle, and snowball-throwing players may not run outside the inner circle. It is a foul to hit a player above the shoulder and a player doing so must drop out of the game. If a player is hit, he joins the team in the center of the circle. The last player in the outer rim wins. Then the teams change places. A variation of this game is to let the outer circle make snowballs and try to hit those on the inside.

**Hare and Hounds.** One of the group is chosen for the "hare." The "hare" is allowed to get out of sight. The "hounds" then pursue him, their object being to catch the "hare" before he can return to the starting point.

**Snow Spud.** Players form a large circle and number off. The leader calls a number and the one having that number runs to the center and calls "Spud." As soon as he calls, all players must stop where they are. The one in the center then picks up a snowball (previously made) and throws it at one of the players. If he hits the player, it counts a mark against the one hit, but if he misses, it counts one against the thrower. The first player to have three marks against him must stand while each player throws a snowball at him.

**Snowball Tag.** One or more players are "it," depending on the size of the group. In order to catch someone, "it" must hit him below the shoulder with a snowball. If he succeeds, the person hit becomes "it."

### *Winter Hiking*

Hiking is one of the best of winter sports, whether taken for the invigoration of the strenuous exercise or for the opportunity of seeing nature in winter dress. If the snow is deep, hikers do not get far without snowshoes or skis. Winter hikes may be enlivened by playing an adaptation of cribbage. The group is divided into two teams, each side taking one side of the trail or road. A team receives one point for each type of tree or for each animal or bird that is correctly identified. Tracking or trailing also adds zest to a hike. Trailmakers are given a start



of from ten to twenty minutes and the others in the group try to overtake them before the end of the trail is reached. The trailmakers attempt to throw the followers off the trail by backtracking, making a double trail, swinging from trees and by utilizing all obstacles along the way.

The winter hike often ends at a park shelter or a farmhouse where refreshments have been prepared. The Minnehikers, the municipal hiking club in Minneapolis, take a stiff cross-country hike three times a week throughout the winter. Week-end outings are especially popular; hiking groups often spend the night in cabins in an outlying park or camping area after a day of winter sports.

### ICE SPORTS

The maintenance of ice areas entails much effort, and snowfalls and periods of thaw often interfere with scheduled programs, but the effort to provide ice sports is usually justified, because they include some of the most popular and widely enjoyed of winter activities. Among them are general, figure and speed skating, ice hockey and other games, a variety of ice contests, skate sailing and ice boating.

#### *Ice Skating*

Ice skating, like swimming or riding a bicycle, involves skills that, once acquired, are not quickly forgotten or lost. Few boys or girls that grow up in a neighborhood with facilities for ice skating fail to take advantage of them. Skating is a sport that can be enjoyed by all the family and can be carried on until late in life. No personal equipment other than a pair of skates is needed for skating, and no facilities but a good ice surface are required, although a warming house where shoes can be checked is a desirable feature, and lighting equipment makes possible evening activities.

Many skaters enjoy the sensation of skimming over the ice, alone or in couples, and have no desire to engage in competitive skating. A few devote many hours to mastering the skills required for figure skating. Large numbers of children and young people are challenged by the thrill of competitive speed skating



and consequently ice skating races play a large part in winter sports programs.

Whenever natural water areas such as ponds, lakes or rivers are used for skating, precautions must be taken to make sure that people are permitted to use the ice only when it is absolutely safe. Suggestions for assuring safety on natural skating areas are:

1. Know the ice. There is more truth than poetry in the rhyme:  
    One inch, keep off!  
    Two inches, one may;  
    Three inches, small groups;  
    Four inches, O.K.
2. Beware of "white or salt water ice," particularly if a swift current flows beneath. Black ice is the only solid kind and the only ice to trust.
3. Do not skate alone on a woodland lake or stream.
4. Quit the ice at the first sign of weakening or spring melting.
5. When crossing a stretch of ice of unknown thickness, carry a pole about ten or twelve feet long which can be used if you should go through. (Ends of the pole can be placed across the hole and used as a support on which to climb out.)
6. Place life buoys conspicuously at deep water skating places.

Certain areas should be designated for general skating, racing, fancy skating and ice hockey and other games, in order to prevent accidents and interference with the various activities. Then "the snap-the-whipper will not take the feet out from under the beginner; the figure skater will not be hit in the midst of his school figures by a wildly cavorting tagster, and a hockey puck will not go hurtling through a group of just-for-fun skaters."<sup>2</sup>

*Speed Skating.* Opportunities for training, practice and competition are essential in a city where interest in speed skating is high or where an attempt is made to develop such a program. A special speed skating track needs to be laid out for practice and for scheduled races and skilled instructors are required to prepare the skaters for competition. A speed skating program is likely to prove successful only in a city where satisfactory ice areas can be maintained for a considerable period.

<sup>2</sup>Harold M. Gore, in bulletin issued by the National Committee on Health and Safety. Boy Scouts of America. Undated.



**A Municipal Program.** St. Paul, Minnesota, a major winter sports center, is a city where the recreation authorities actively promote speed skating as a competitive sport. Training periods for both beginners and speed skaters are set aside each week at designated centers, and a program of weekly playground and city-wide meets is arranged throughout the skating season. Special attention is given to boys and girls, and preliminary skating meets are held early in January at the rinks on the individual playgrounds. These are followed by district meets, the winners of which are eligible to compete in the championship events held as a part of the winter carnival program.

Competition is conducted in five classes, with events as follows:

<u>Class</u>	<u>Age</u>	<u>Boys' Events</u>	<u>Girls' Events</u>
Midgets	10-11	110 and 220 yards	110 and 220 yards
Juveniles	12-13	220 and 440 yards	220 and 440 yards
Juniors	14-15	220 and 440 yards	220 and 440 yards
		½ mile	
Intermediates	16-17	220 and 440 yards	220 and 440 yards
		½ mile	½ mile
		1 mile	
Seniors	18-up	220 and 440 yards	220 and 440 yards
		½ mile	1 mile
		2 miles	

Events are held for the first three classes only at small playground rinks, with shorter distances than indicated above. In ice skating meets it is customary for each entrant to participate in all the events for his class. The winner of the class is the individual scoring the most points in these events. A fifteen-year-old girl in St. Paul would therefore enter two events, whereas an eighteen-year-old boy would take part in four. Thirty points are awarded for first place, 20 for second, and 10 for third.

Speed skating meets in St. Paul include, in addition to the junior races on playground rinks, such championship contests as the city open meet, the city championships, speed skating Derby, Twin-city inter-playground speed skating championships and the winter carnival championships.

**Championship Events.** The events in championship meets are fairly standardized, with participation restricted to age clas-



sifications for both boys and men and women and girls. The problems involved in organizing and conducting a speed skating meet are much the same as those discussed in Chapter IX. The Berkshire Hills Outdoor Ice Speed Skating Championships, held in Pittsfield, Massachusetts, as a feature of that city's first annual winter carnival, conducted by the local recreation authorities, were typical of meets of this kind. The program which follows includes events that deserve a place in any championship meet:

## BERKSHIRE HILLS SPEED SKATING CHAMPIONSHIPS ORDER OF EVENTS

### Saturday

1. Senior Men — 440 yards	4 Preliminary Heats	3 to qualify
2. Juvenile Boys — 440 yards	2 Semi-Finals	2 to qualify
3. Intermediate Girls — 440 yards	2 Semi-Finals	2 to qualify
4. Senior Men — 440 yards	2 Semi-Finals	3 to qualify
5. Senior Women — 220 yards	2 Semi-Finals	2 to qualify
6. Intermediate Boys — 220 yards	2 Semi-Finals	3 to qualify
7. Senior Men — 440 yards	Final	
8. Juvenile Boys — 440 yards	Final	
9. Intermediate Girls — 440 yards	Final	
10. Juvenile Girls — 440 yards	Final	
11. Senior Women — 220 yards	Final	
12. Senior Men Novice — 880 yards	2 Semi-Finals	3 to qualify
13. Junior Boys — 220 yards	2 Semi-Finals	3 to qualify
14. Midget Boys — 220 yards	2 Semi-Finals	3 to qualify
15. Berkshire Hills Skating Club Exhibition		
16. Intermediate Boys — 220 yards	Final	
17. Senior Men Novice — 880 yards	Final	
18. Junior Girls — 220 yards	Final	
19. Midget Girls — 220 yards	Final	
20. Junior Boys — 220 yards	Final	
21. Senior Men — 1 mile	2 Semi-Finals	3 to qualify
22. Midget Boys — 220 yards	Final	
23. Senior Women — 880 yards	Final	
24. Intermediate Boys — 1 mile	Final	
25. Senior Men — 1 mile	Final	

### Sunday

1. Coronal Procession		
2. Senior Men — 220 yards	4 Preliminary Heats	3 to qualify
3. Intermediate Boys — 220 yards	2 Semi-Finals	3 to qualify
4. Senior Women — 440 yards	2 Semi-Finals	2 to qualify
5. Junior Boys — 880 yards	2 Semi-Finals	3 to qualify



6. Senior Men — 220 yards	2 Semi-Finals	3 to qualify
7. Juvenile Boys — 220 yards	2 Semi-Finals	2 to qualify
8. Intermediate Girls — 220 yards	2 Semi-Finals	2 to qualify
9. Senior Men — 220 yards	Final	
10. Intermediate Boys — 440 yards	Final	
11. Senior Women — 440 yards	Final	
12. Junior Boys — 880 yards	Final	
13. Intermediate Girls — 220 yards	Final	
14. Juvenile Girls — 220 yards	Final	
15. Juvenile Boys — 220 yards	Final	
16. Senior Men — 880 yards	3 Semi-Finals	3 to qualify
17. Figure Skating, Springfield Ice Birds, Inc.		
18. Midget Boys — 1/6 mile	2 Semi-Finals	3 to qualify
19. Junior Girls — 440 yards	Final	
20. Senior Men — 880 yards	Final	
21. Intermediate Girls — 880 yards	Final	
22. Midget Girls — 1/6 mile	Final	
23. Midget Boys — 1/6 mile	Final	
24. Senior Men — 3 miles	Final	

*Novelty Races.* Racing on ice skates is not limited entirely to formal, standardized events, for many novelty races can be included in the winter sports program. Several of these races that can be run as impromptu activities or that can be conducted as special events at skating meets or carnivals are:

*One-Skate Race.* Participants line up at the starting point with one skate on. They cover one hundred yards, half skating and half running.

*Three-Legged Race.* Racers take part in pairs. Inside legs of the two contestants are fastened together with a strap, while skates are put on the outside feet. The course is one hundred yards.

*Skater and Sprinter Race.* A novelty event for ice is a fifty-yard-dash from a standing start between skater and sprinter. The sprinter wears sharpened spikes and if he is a good runner, he may win.

*Skate and Bicycle Race.* The skater will probably win but the race will be interesting.

*Wheelbarrow Race.* Two persons comprise a team. One contestant with skates on his feet holds the legs of his partner, who is pushed along holding skates with his hands. The partner may hold blocks of wood in his hands instead of skates.

*Obstacle Relay.* Skaters go one-fourth of the length of the track and then over tables; another quarter and go under tennis nets,



holding one foot above the ice; after the third quarter they jump a six-inch hurdle; during the final quarter they crawl through a barrel with the head and bottom out; then on to the finish. Other obstacles may be substituted or added.

*Barrel Jumping Race.* Skaters, after a running start, jump over one or more barrels.

*Snow Shovel Race.* One skater drags his partner half the distance on a snow shovel; the partner then drags him the remainder of the course.

*Ski-joring.* Each skater has a belt around his waist, with ropes tied to it. His partner on skis holds the other end of the rope and is pulled by the skater.

## Games

Many well-known and popular games can readily be adapted for playing on the ice, either with or without skates. Ice hockey and curling, however, are two distinctly ice games, each of which has an enthusiastic following.

*Ice Hockey.* Six players comprise a team in this, perhaps the fastest and most strenuous of all modern competitive games. To be a good hockey player a boy or man must skate well and must have exceptional stamina, speed, and coordination. The recommended size of rink is an ice surface 190' x 85' with rounded corners, and for match play the rink is surrounded by a wooden barrier. The object of the game is to drive a puck into the opponent's goal cage erected at the center near the end of the rink. Intrapark and inter-park hockey leagues flourish on the playgrounds in cities like Minneapolis, where more than 250 teams of more than 2,500 boys have played in scheduled games during a single season. The length of periods is reduced to ten or fifteen minutes, depending upon the ages of the boys. Shinny, a modified form of ice hockey, requiring a smaller area, is popular with young boys, and broom ball, a game played like hockey, with brooms used for sticks and a volley ball serving as a puck, is widely played by girls.<sup>3</sup>

<sup>3</sup> Rules for the game of ice hockey are to be found in the *Official NCAA Ice Hockey Guide*, listed on page 492.



**Curling.** This old Scottish game has some of the characteristics of bowling and shuffleboard. "Stones," shaped from granite and weighing up to 40 pounds each, are hurled from one end of the alley, which is 138 feet in length. The player attempts to spin the stones so they will stop as near as possible to the center of three concentric circles marked off on the ice near each end of the rink. The circles are 114 feet apart, center to center. Four men play on each team. After all eight men have had their shots, the stones are measured as in quoits, and the score is recorded. In rink play, two teams compete; in play for points, the competition is between individuals.<sup>4</sup>

**Ice Shuffleboard.** This game does not require the speed or stamina necessary for ice hockey nor the equipment and strength needed for curling. Women and girls therefore enjoy ice shuffleboard which is played much as on a concrete surface. Targets are laid out on the ice, either as in official shuffleboard or with concentric circles. The game is generally played by four people, two on each side, and the players have three discs each. When all the discs have been played, each side is credited with the number of points indicated by the spaces on which the discs lie.<sup>5</sup>

**Variations.** Many games that are played on the ground can also be played on the ice. A tug-of-war on the ice creates much interest for participants and spectators alike. Volley ball and basketball are often played on ice, and Squirrel-in-the-Trees, Double Circle, and Statues are typical of a large number of playground games that can be enjoyed on an ice surface.

### *Skate Sailing and Iceboating*

Experienced skaters enjoy carrying a sail to speed them over the ice. The sport of skate sailing can be conducted to the best advantage on a river, bay or lake with a large ice surface. The equipment is not expensive and a man does not need to be an exceptionally expert skater in order to enjoy skate sailing. The

<sup>4</sup>Rules for the game of curling are to be found in *An Analysis of the Art of Curling* by H. E. Weyman, P. O. Box 100, Lewis, P.Q., Canada.

<sup>5</sup>Rules for the game of shuffleboard may be secured from the National Shuffleboard Association, Recreation Department, St. Petersburg, Florida.



sail is made of duck or unbleached sheeting, with a frame of spruce or lightweight ash. The size and shape vary, but a kite-shaped sail about the height of the skater is simple to make and satisfactory to handle. The sail is easier to manipulate if the skater carries it than if it is fastened to his body. The making and use of skate sails is a fascinating project for the recreation department in communities where weather and ice conditions are suitable for this sport.

Iceboating is another thrilling sport that satisfies the desire for speed, but it can be carried on only where there is a large ice area. Iceboating and general skating should not be permitted on the same area, because of the danger of serious accidents. In Minneapolis, iceboats using the park lakes are licensed as a means of regulation and control. Iceboating requires fairly elaborate equipment, but many participants in this sport have built their own boats.

Ice motoring and horse racing on ice are other sports for which large heavily frozen water areas are required; they are not commonly included in community sports programs.

### *Skating Carnivals*

A skating carnival, which brings novelty and interest to the program, has become an annual feature in several cities. A carnival provides an occasion for using, in competition, skills acquired in ice activities; it appeals strongly to children and is also interesting to spectators. In Ann Arbor, Michigan, the carnival is built around novelty races and typical events, as indicated by the following program:

#### **Girls' Events:**

- Broom riding race (12-14)
- Obstacle race (10-11)
- Pair skating (9 and under)
- 50-yard speed race (15 and over)
- Relay race
- Figure skating •



**Boys' Events:**

- Broom riding race (9 and under)
- Obstacle race (12-14)
- Speed race (15 and over)
- Chariot race (10-11)
- Relay race
- Figure skating

The annual Ice Carnival in La Grange, Illinois, consists primarily of speed races but, like the Ann Arbor carnival, it includes several unusual features and figure skating events for boys and for girls. The events in these programs can be used in planning an ice carnival in any community. The 1947 program in La Grange was as follows:

**Order of Events**

1. 220 yards—4th and 5th grade girls
2. 220 yards—4th grade boys
3. 220 yards—5th grade boys
4. 220 yards—6th grade girls
5. 220 yards—6th grade boys
6. 220 yards—7th grade girls
7. 220 yards—7th grade boys
8. 220 yards—8th grade girls
9. 220 yards—8th grade boys
- 1 Mile relay (High School invitation event)
10. 220 yards—High school girls
11. 220 yards—High school boys
12. 220 yards—Girls (open)
13. 220 yards—Boys (open)
14. 440 yards—6th grade boys
15. 440 yards—7th grade boys
16. 440 yards—8th grade boys
17. 400 yards—Girls (open)
18. 880 yards—Boys (open)
19. Push Coasting—Grade school girls
20. Push Coasting—Grade school boys
21. One mile—Boys (open)
22. Coasting—Grade school girls
23. Coasting—Grade school boys
24. Figure skating—Girls (open)
25. Figure skating—Boys (open)
26. Best costume—Boys and girls (open)



## CARNIVALS AND FESTIVALS

At least one outstanding event in the form of a carnival or festival is usually staged each winter as the feature of the city's winter sports program. Skating, ice games, snow sports and many of the other activities mentioned in this chapter are combined into a winter festival which is often the culmination of the winter sports season. These festivals range from a neighborhood carnival with a day of informal winter fun to an elaborate program extending over a week; from a simple program with a few activities to an elaborate frolic encompassing every kind of winter sport. Even though recreation authorities recognize that wide participation in sports throughout the winter is of greater value than the staging of a few spectacular events designed primarily to attract large crowds as spectators, the carnival merits a place in the winter programs.

The success of a winter carnival depends on how carefully plans are made, how well the committees function and, of course, on the weather. The local recreation department, as the major winter sports agency, takes charge of the carnival in most communities, but it often sponsors the affair jointly with other local organizations. A carnival director is needed to head the organization and also a general committee to look after the many details.

A spirit of gaiety and a holiday atmosphere dominate the carnival or festival, in contrast to the highly competitive spirit that prevails at meets restricted to the more formal championship events.

*Carnival Events*

Most of the activities mentioned earlier in this chapter can be used in carnival programs, and most carnivals include a variety of events. The Chicago Park District has suggested the following:<sup>6</sup>

1. Ski-jumping, the most spectacular of all events in winter, will be a leading feature. Have a jumping clown on skis. For thrills, some of the following are good: jumping through a ring of fire, a blazing hoop, a paper wall which shuts off the jumper's view below.

<sup>6</sup>*Winter Activities*, Chicago Park District, pp. 46-47. 1937.



2. A cross-country ski run; spectators see only the start and the finish.
3. A ski obstacle race; ski barrel race
4. Sled-dog race
5. Races on snowshoes for various ages
6. Masquerade
7. Most elaborate costume; funniest costume
8. Beauty parade
9. Contests for woodsmen
10. Skating races for different age groups
11. Shows, exhibitions and colorful pageants •
12. Tobogganing
13. Horseshoe pitching on the ice
14. Individual and team events:
  - a. Skating—50 yards, 100 yards, 220-yard relay,  $\frac{1}{4}$  mile
  - b. Skiing—long distance sliding, sliding and turn to left, sliding and turn to right,  $\frac{1}{4}$  mile run, jumping
  - c. Bobsled contest—singles, one rider sliding down hill for distance; doubles, same with two riders instead of one
  - d. Dog derby—team, 2 dogs to a sled, racing 100 yards  
singles—100 yards, dogs under 50 pounds  
—100 yards, collics  
—100 yards, shepherds and others
  - e. Snow modeling—animals, objects, busts of persons, paintings
  - f. Team games—hockey, basketball
  - g. Community events—hikes, sleigh rides, parades, parties
15. Finals in skating, skiing, bobsled, dog derby, team games and community events

An annual Winter Frolic in St. Louis County, Minnesota, has become an outstanding event for the rural people of the region, with emphasis upon mass participation, and among the activities that have been included in Frolic programs are:

Toboggan slide for distance  
Slaloming (downhill slide for distance)  
Speed skating races  
Cross-country ski race (half mile)  
Bumps slide for distance  
Spark stotting race (100-yard dash)  
Vipu Kelkka contest (distance traveled in two minutes)  
Snowshoe races  
Broomball tournament



**Novelty contests:**

- Blindfold bag swat
- Finnish horse fight
- Woodchopping contest
- Wooden horse fight
- Hill billy scooter contest
- Candy scramble on ice

Other activities are all sorts of sleigh rides, a snow modeling exhibition, dances, hockey games, ice follies, coronation pageant and novelty events, such as wood sawing contests, parades and German band contests. Local tradition and the resourcefulness of those in charge are major factors in determining the events.

***A Typical Program***

A carnival with skating, skiing, tobogganing and coasting events, held in Grand Rapids, Michigan, is typical of this sort of program. Sponsored by the Recreation Department and the Junior Association of Commerce, it included both afternoon and evening events open to men and women, boys and girls in several classes. Elimination contests in the skating events were held at the neighborhood rinks two weeks before the carnival and contestants were permitted to represent their park in only one skating event on the day of the carnival. A program of this sort enables large numbers to participate, provides an incentive to the contestants to train for their events and is popular with the spectator public. In addition to the activities listed below, a poster contest and snow sculpturing competition were held in Grand Rapids, and following the grand march the rink was opened to the public for skating. The schedule of events follows:

**AFTERNOON PROGRAM*****Skating***

<u>Men and Boys</u>	<u>Distance (in yards)</u>
Midget Division—10 and under	50-75 (Preliminaries and finals)
Junior Division—11-13½	75-100 (Preliminaries and finals)
Intermediate Division—14-16	100-220-440 (Preliminaries)
Senior Division—17-20	100-220-880 (Preliminaries)
Unlimited—21 and over	100-440-880 (Preliminaries)



<u>Women and Girls</u>	<u>Distances (in yards)</u>
Midget Division—10 and under	50-75 (Preliminaries and finals)
Junior Division—11-13	75-100 (Preliminaries and finals)
Intermediate Division—14-16	75-220 (Preliminaries)
Senior Division—17-20	100-220 (Preliminaries)
Unlimited—21 years and over	100-220-440 (Preliminaries)

*Sliding* (Preliminaries and Finals)

<u>Boys</u>	<u>Girls</u>
Midget Division—9 years and under	Midget Division—9 years and under
Junior Division—10-12 years	Junior Division—10-12 years

Contest will include all types of sleds with one person aboard. Competition will be on the basis of the time it takes to reach a given point on the slide from a dead start at the top of the hill.

*Tobogganing* (Preliminaries and Finals)

Open Class

Contest will be limited to two persons on a toboggan. Children 10 years and under will not be permitted to compete. Competition will be entirely on the basis of speed. Time required to reach a given point on the slide from a dead start at the top of the slide. Toboggans must be at least 6 feet and not more than 10 feet in length.

*Skiing* (Preliminaries and Finals)

Men and Boys

Downhill for speed

- Midget Division—9 years and under
- Junior Division—10-13 years
- Intermediate Division—13-16 years

Cross-country for time

- Midget Division—10 years and under—200 yards
- Junior Division—11-14 years—200 yards
- Senior Division—15-18 years—400 yards
- Unlimited—19 and over—400 yards

Jumping for distance and general technique

- Junior Division—10-13 years
- Senior Division—14-16 years
- Unlimited—17 years and over



**Women and Girls****Cross-country for time****Midget Division—10 years and under—200 yards****Junior Division—11-14 years—200 yards****Senior Division—15-18 years—200 yards****Unlimited—19 and over—200 yards*****Floats*****Boys—12 years and under****Girls—12 years and under****1. Most beautiful float****1. Most beautiful float****2. Most unusual float****2. Most unusual float**

**Either a single sled or toboggan may be used for these floats. Sleds are limited to 6 feet in length and toboggans to 10 feet in length.**

**EVENING PROGRAM*****Skating*****Men and Boys****Finals in Intermediate, Senior, and Unlimited Classes****Women and Girls****Finals in Intermediate, Senior, and Unlimited Classes*****Fancy Skating*****Individuals****Boys—20 and under****Men—Unlimited****Girls—20 and under****Women—Unlimited****Mixed Couples****Unlimited Class**

**(Contestants are limited to three minutes. Performance optional)**

***Costumes*****Men and Boys****Women and Girls****Best dressed****Most beautiful costumes****Most humorously dressed****Most humorously dressed**

**Judges will pick winners in this contest as they pass the stand while participating in the Grand March.**



## CHAPTER XIV.

### *Water Sports—*

Swimming and boating are the chief forms of aquatics and these activities rank high among the most popular forms of sport. Play in and around the water affords one of childhood's greatest joys and for large numbers of people participation in water sports continues throughout life to be an enjoyable leisure time activity. A community with a natural water area suitable for an aquatic program has a recreational resource of great value. Boating is practicable only in cities with a natural water area, but a swimming program can be provided in any community by the construction of an artificial pool.

A large percentage of the population is dependent upon municipal recreation authorities for an opportunity to enjoy water sports. Recreation agencies therefore have a responsibility for providing the needed facilities, for maintaining them in a safe and sanitary condition, and for developing aquatic programs that bring the maximum enjoyment to people of all ages. Special personnel are usually employed who give their full time to the organization of aquatics and the supervision of water sports facilities, at least during the summer season.



**SWIMMING**

Swimming heads the list of preferred activities of children, young people and adults, according to many studies made in schools, colleges, clubs and communities. The sheer enjoyment and refreshment that people experience in the water account largely for the popularity of this sport. Swimming has been made available to large numbers of people through the development of natural water areas and the construction of indoor and outdoor pools. Because of the potential physical and health hazards associated with swimming, it requires more intensive and continuous supervision than most sports.

Of the many types of activities and events associated with swimming, the following are most commonly included in the sports program:

1. Swimming instruction
2. Swimming tests
3. Competitive meets
4. Water play days
5. Water demonstrations
6. Water games and stunts
7. Aquatic carnivals and pageants

Typical activities under each of these headings are described briefly in this chapter.

Every city that has a swimming center can arrange a program that includes these various activities, and public interest and participation in the pool activities depend in part upon the variety of events that are scheduled. The range of possible activities is suggested by the following list of events sponsored by a recreation department in a single summer season.

Water carnivals, girls' aquatic play days, aquatic pentathlon, one mile beach swim, relay carnival, swimming and diving championships, lifeguard championships, aquatic show, water polo championships, swimming meets, sailboat races, Neptune circus and lifesaving exhibition. During the same season additional events, conducted by other agencies in the region, included a sailboat treasure hunt, kayak meet, paddleboard races, learn-to-swim week, Parade-of-the-Sails, regattas, surfing contest, rough water swims, paddle polo tournament and championship swimming meets.



### *Instruction*

An individual's enjoyment of water sports depends largely upon the skill which he has acquired in the water, and a person who is taught to swim properly is more likely to become enthusiastic about aquatics than one who learns to handle himself in the water by the trial and error method. Furnishing instruction in swimming and other water skills is therefore an essential part of the recreation department's job. At all municipal pools and beaches, periods are set aside for learn-to-swim classes and instruction is also commonly offered in advanced swimming, diving, lifesaving and other water sports events.

*Basic Skills.* Instruction for beginners is designed primarily to enable the pupils to become adjusted to the water and to learn such fundamentals as breathing, floating, kicking, arm movements and coordination of these activities. Advanced courses serve to develop greater proficiency in the water and often include events that contribute to successful participation in water sports.)

The specific activities that are used in elementary swimming courses differ from city to city, as do the methods of instruction. (The Division of Aquatics of the Los Angeles Recreation and Parks Department, which has had long experience in teaching people to swim, has developed a set of ten lessons which provide a progressive series of activities designed to develop fundamental swimming skills. The titles of these lessons are:

1. Confidence and buoyancy
2. Push off from side of pool
3. Leg kick
4. Arms and breathing
5. Arms, legs and breathing (drill lesson)
6. Breathing (drill lesson)
7. Stroke swimming (drill lesson), arms, legs and breathing
8. Back stroke
9. Diving
10. Review and tests)

The American Red Cross has been the outstanding leader in promoting water safety and in providing instruction in swimming and water sports. Its courses are arranged for persons with different degrees of skill in the water, such as beginners, inter-



mediates and advanced swimmers, and the activities offered are selected accordingly. The skill sheets designed for recording the achievement of each student at the end of the instruction period include, for the respective courses, the following activities:<sup>1</sup>

### *Beginners*

Breath holding	Combined stroke (front)
Rhythmic breathing	Combined stroke (back)
Prone float	Change of direction
Prone glide	Turning over
Back float	Leveling off
Back glide	Jump into waist-deep water
Kick glide (on front)	Jump into deep water
Kick glide (on back)	Plain front dive
Arm stroke	1st combined test
Finning	2nd combined test

### *Intermediate*

Leg strokes	10 yards sculling
Arm strokes	½ minute—tread water
50 yards elementary backstroke	Underwater swimming
100 yards selected stroke	Standing front dive
Turning (closed course)	Running jump—deep water
One minute—floating	Five-minute swim

### *Swimmer*

100 yards breast stroke	Surface dive
100 yards side stroke	Tread water
100 yards crawl, back crawl, or trudgen crawl	Plunge dive
50 yards on back (legs only)	Running front dive
Turns (on front, back, side)	Ten-minute swim

### *Advanced Swimmer*

50 yards elementary backstroke	5 minutes—floating
100 yards breast stroke	5 minutes—support (in place)
50 yards inverted breast stroke	Surface dive and 10-yard underwater swim
100 yards side stroke	Standing front dive
100 yards overarm side stroke	Running front dive
100 yards trudgen	Thirty-minute swim
100 yards back crawl	Junior or Senior Lifesaving
100 yards crawl or trudgen crawl	

<sup>1</sup> American Red Cross, *Swimming Skill Sheet: Beginner. Intermediate, Swimmer, Advanced Swimmer*. Undated.



*Learn-to-Swim Campaigns.* Widespread public interest in learning to swim and large-scale enrollment in swimming classes usually require the organization of special learn-to-swim campaigns. A campaign of this sort has therefore become an annual feature in many cities, with the result that these communities have become water conscious and large numbers of people have learned to handle themselves in the water. The planning, organization and conduct of a learn-to-swim campaign requires careful attention to many details, among them the following:

- Publicizing and promoting the campaign •

- Recruiting and enrolling participants (this involves the preparation, distribution, collection and classification of entry blanks)

- Preparing class schedules and assigning applicants to classes

- Recruiting and training competent instructors and leaders and assigning work schedules

- Preparing facilities and equipment, to make sure that locker, shower and dressing rooms and other essential facilities are ample and in suitable condition

- Arranging transportation to and from swimming center, where necessary

- Supervising the groups before, during and following the actual instruction periods

- Keeping complete attendance records and reports of each individual's accomplishment by end of the campaign

- Making arrangements for closing demonstration, festival or presentation of certificates

Campaigns are sometimes concentrated in a Learn-to-Swim Week, with five or six daily lessons, which are sufficient to teach the rudiments of swimming to the average child. Most authorities believe, however, that ten or twelve lessons are desirable and that they are most beneficial when given on alternate days. A more extended instruction period also minimizes the danger that people may consider they are capable swimmers at the end of an intensive week's instruction. Cities with indoor pools sometimes conduct a campaign in the fall, preparatory to the winter season, or in the spring, but most learn-to-swim campaigns are held in the early summer, when the outdoor pools are first opened for the season.

Careful supervision must be given groups before and after the lesson periods. One or more leaders should be on hand to



meet them as they arrive at the pool building, to record their attendance, check valuables, assign lockers, supervise use of shower and toilet rooms and see that they report to the class instructor on time. Groups should be supervised in a similar manner after the class period until they have left the building. One hour is commonly set aside for a swimming class, with the first half hour devoted to instruction and the second to practice and fun in the water. Daily records of skills passed are recorded, and if posted on a progress chart, they stimulate student interest.

The experience of the Urbana, Illinois, Park Board in planning and conducting a "Swim for Fun and Safety" campaign illustrates the methods involved in such a project. Because it affords practical suggestions for any city considering a similar campaign, a detailed account is presented as given by the director of summer recreation, who described the campaign as follows:<sup>2</sup>

#### Preparations

"The program was arranged so that every child who wished to avail himself of the opportunity to learn to swim could do so at the Urbana Park Pool. We began in May to publicize the swim project in the schools of Urbana, but most of the paper work had been done weeks before. Form letters, registration cards, and publicity releases had been prepared except for dates or last minute details which could be inserted later. We had printed 400 forms to be distributed to the school children. The forms were to be filled in with such information as name, age, address, phone, parent's signature, and a choice of the Beginner or Advanced classification. Printed on the cards were the dates of the first lessons, and the statement that all lessons were free. A minimum age of six years was set for children who wished to enroll in the classes."

"Members of the recreation staff made a visit to each school, having made arrangement with the principal well in advance so that either a general assembly was prepared or the teachers had been notified that we would speak in their classes. All talks were short and graded to suit each age level visited. We tried to make these 'pool-pep' talks as attention-getting as possible. Afterwards each child was given a card to take home, and told to return it promptly and correctly signed to his teacher or to mail it to the park office."

<sup>2</sup> Henry J. Bothwell, "Set Your Sights for Summer," *Recreation*, May, 1947, p. 61.



"After we had received about 300 forms, a letter was mimeographed to go out to each parent whose child had registered for swimming lessons. In these letters we explained in detail that boys would come to the park pool on Tuesday and Thursday mornings, and girls would attend Wednesday and Friday mornings. Also included in the letters was the information that all boys and girls had been divided into three groups according to age and swimming ability (information which we obtained from our returned forms). Classes were scheduled for 9:30 A.M., 10:00 A.M. and 10:30 A.M. with instruction lasting for 30 minutes and followed by a 20-minute free-play period under adequate supervision. The more advanced and usually older boys and girls attended the first class. Lessons, as stated before, were free, the only requirement being that each child bring a towel.

"Our head swimming instructor, a veteran who had taught swimming in the Navy, prepared detailed lesson plans which his assistants followed diligently each lesson day. By means of the division of the classes, we were able to have each teacher handle smaller groups and thus individual attention was greater.

### Transportation

"Because the Urbana Park Pool is situated in a beautiful wooded setting about a mile from the nearest bus stop, the park commissioners conceived the idea of chartering a bus to stop at each park area in the city and transport children to and from the pool in time for their lessons. So, in our letter to the parents, this proposed service was described, and we asked their opinions of such a system. The transportation cost was set at 10 cents per child for the round trip. Postcards with our return address were enclosed in each letter. The response was heartening in every way, as the parents seemed grateful and enthusiastically endorsed the new bus service.

"The advent of the letters served a double purpose, for it seems every parent discussed it with his neighbors and friends, and those whose children had not signed up for the lessons or who had lost their cards were anxious to join the program. The director's phone rang constantly with requests for cards and the pool staff was besieged with calls for application blanks. It was finally necessary to print an additional 300 cards. The total enrollment surpassed all expectations with 638 children reporting for lessons on the first two days.

"Newspaper publicity helped tremendously to inform parents



of the swimming program. The time of bus stops in each park was printed in both of our local papers, and of course, each park supervisor knew the schedule. One of the recreation staff was assigned to ride the bus on every trip, not only to collect the 10-cent fare and give each child his return ticket, but, generally, to keep an eye on the children and help any who needed assistance. Approximately 100 children were carried on the park bus each day of classes. . . .

"Attendance remained high during the six weeks that lessons were offered and about 150 children passed their beginning Red Cross swimming tests. Many in the advanced groups earned their Junior and Senior Lifesaving badges. All enjoyed the program and benefited by it."

The climax of the season was a water carnival.

*Seasonal Instruction.* The intensive learn-to-swim campaign has great value, especially in a city with a new pool or where a large percentage of the population is unable to swim, but in the long run a continuing instructional program that appeals to persons with a wide range of aquatic skills is desirable. Tyler, Texas, is a city where swimming ranks high in the program of the recreation department and one reason for the high local interest in the sport is the unusual provision for instruction at various levels of ability. This is illustrated by the schedule of classes at the city's municipal pool during a recent season. It shows that 'several beginners' classes are conducted for different age groups which in turn are divided according to sex; others are arranged for more advanced swimmers and for special groups. Beginners who do not enroll for the June classes have another opportunity to learn to swim in the late summer. 'The usual practice of offering instruction during the morning hours is followed in Tyler, as the following schedule indicates:

<i>Week Beginning</i>	<i>Classes</i>
June 3	Beginners' Swimming Classes
	Learn-to-Swim Week
	8-9 A.M. Boys over 12
	9-10 A.M. Boys 12 and under
	10-11 A.M. Girls 12 and under
	11-12 A.M. Girls over 12



- June 10      **Beginners' Classes continued**  
                  **Organization of Swimming Team**  
                  8-9 A.M. All boys in beginners' group  
                  11-12 A.M. All girls in beginners' group
- June 11      **Camp Fire Girls' Lessons start** (Tues. thru Fri.—each week)
- June 17      **Boy Scout Classes begin** (10-11 A.M., Mon., Wed., Fri.—each week)
- June 17      **Intermediate Classes begin**  
                  8-9 A.M. Intermediate boys  
                  11-12 A.M. Intermediate girls
- June 24      **Business Women's Classes begin** (Mon., Wed., Fri.—each week—5:30-6:30 P.M.)  
                  **Under 6 Groups begin** (Mon., Wed., Fri.—each week—11-12 A.M.)
- July 2        **Senior Lifesaving starts** (Tues., Thurs., Sat.—each week—10-12 A.M.)
- July 25      **Junior Lifesaving starts** (Tues., Thurs., Sat.—each week—10-12 A.M.)
- August 19    **Red Cross Water Safety Instruction Course**
- August 26    **Beginners' Swimming Classes**  
                  8-9 A.M. Boys over 12  
                  9-10 A.M. Boys under 12  
                  10-11 A.M. Girls under 12  
                  11-12 A.M. Girls over 12

*(A Skills Demonstration.* A demonstration is an effective method of impressing the public with the importance of learning aquatic skills. An event of this type is frequently held at the conclusion of a learn-to-swim campaign and it serves to demonstrate the skills learned during the instruction periods. Members of the classes illustrate the various types of swimming strokes, floats and dives and perform stunts in the water. A demonstration can also be used at the beginning of the swimming season to arouse greater interest in water sports, to promote water safety and to enlist recruits for classes in swimming and water safety. Typical of the activities included in such a program are the following, used in St. Paul, Minnesota, at a park pool at the opening of the summer season:



(Buoyance of individuals  
 Brink method of swimming instruction  
 Buddy system  
 Swimming demonstrations  
 Diving demonstrations  
 Rescues:  
     Rope chain  
     Poles, oars, canoes, paddle, etc.  
     Shirt rescue  
 Pneumatic life belt demonstration  
 Supported by inflated shirt  
 Artificial respiration by teams )

(*Tests.* Learning to swim is only the first step toward a full enjoyment of the water; with the acquisition of new skills and greater proficiency swimming becomes a more satisfying experience. Aquatic tests have been devised by the American Red Cross, Y.M.C.A., Boy Scouts and other agencies to stimulate greater skill in the water. Such tests are graded so that boys or girls will be encouraged to advance from one test to another.)

*Club Tests.* Several recreation departments have formed junior clubs, named for different kinds of fish, to foster interest in aquatics. To join a club a boy or girl must meet certain qualifications or tests in the water; advancement from one club to another is possible by passing the requirements for membership in the higher club.

(Typical of such tests are those devised by the recreation department in a midwestern city where a swimming club was organized with three divisions, the members of which were known as Tadpoles, Turtlettes and Turtles. Minimum tests were established for membership in each group and requirements fixed for an emblem for each. These requirements were:

For Tadpoles

Float—10 seconds  
 Swim—2 lengths of pool  
 Front dive  
 Back stroke  
 "Dog Paddle"  
 Penny dive  
 Seal dive  
 Bicycling

For Turtlettes

Float—20 seconds  
 Swim—6 lengths of pool  
 Running front dive  
 Side stroke  
 Forward somersault  
 Tread water  
 Surface dive  
 Racing start



For Turtles

<i>Standard Events</i>	<i>Optional Events</i>
Float—30 seconds	Lifesaving
Swim—12 lengths of pool	Swim under water
Dive—Back dive	Plunge
Strokes—Crawl or trudgen	Dives: Jackknife; swan;
Stunts—Hand stand;	stand-sit-stand; head or
racing turn; tread water—	neck stand; double dive;
30 seconds; backward	front or back flip
somersault; surface dive	

*National Tests.* A series of graded tests covering a variety of water events has been promoted for many years by the National Recreation Association. Prepared by a national committee, these tests are designed to promote an interest in learning to swim and in developing skill in the water. They have been widely used in community sports programs and have proved an incentive to all-around achievement in water activities. The tests are graded on three levels, and emblems and certificates are awarded to boys and girls who perform the events satisfactorily. These are:<sup>3</sup>

First Test

1. Jump into the water feet first and swim 60 yards (without touching pool on the bottom) coming to a full stop and assuming a vertical position at least once during the swim.
2. Recover an object weighing five pounds once in five trials by surface dives in 6 feet of water.
3. Swim 20 yards free style in 20 seconds (boys) or 24 seconds (girls).
4. Execute a front dive (running or standing header) in good form.
5. Demonstrate either the jelly fish or mud turtle float. (Full credit allowed for correct form if candidate sinks.)
6. Demonstrate two of the following strokes: breast, back, side, crawl or trudgen, swimming 50 feet for each stroke demonstrated.

Second Test

1. Swim 180 yards.
2. Recover an object weighing five pounds two times in five trials by surface dives in 8 feet of water.

<sup>3</sup>National Recreation Association, *Swimming Badge Tests for Boys and Girls*. 1941.



3. Swim 40 yards free style in 37 seconds (boys) or 45 seconds (girls).
4. Execute front and front jack dives in good form.
5. Explain the theory of floating. Float on the back, remaining in position for at least one minute. (Full credit allowed for correct form if candidate sinks).
6. Demonstrate three of the following strokes: breast, back, side, crawl or trudgen, swimming 50 feet for each stroke demonstrated.

### Third Test

1. Swim 440 yards.
2. Recover an object weighing five pounds four times in five trials by surface dives in 8 or 10 feet of water.
3. Swim 100 yards free style in 1 minute and 40 seconds (boys) or 2 minutes (girls).
4. Execute front, back, and front jack dives in good form.
5. Tread water one minute.
6. Demonstrate four of the following strokes: breast, back, side, crawl or trudgen, swimming 50 feet for each stroke demonstrated.

### *Meets*

Competition plays as important a part in aquatic events as in other phases of the sports program, and swimming and diving meets are a feature at every swimming center. Contests involving water skills appeal to both participants and spectators and are a means of arousing and sustaining public interest in the swimming program. The procedures involved in organizing and conducting meets, described in Chapter IX, are generally applicable to swimming meets. Some meets are designed primarily to give the contestants an opportunity to demonstrate their progress in water skills, with little reference to records or championships; others consist of official events in which these factors are uppermost. The activities included in meet programs vary with the nature of the meet and the ages and abilities of the contestants, but the programs that follow indicate the variety of activities included in typical meets.

**Formal Events.** The following swimming events are commonly included in the program of standard or formal indoor and outdoor meets for men:



### Indoor Events

Free style—50, 100, 220 and 440 yards

Backstroke—150 yards

Breast stroke—220 yards

Relay—220 or 400 yards, four men

Medley swim—150 or 300 yards

Medley relay—150 or 300 yards, 3 men; first to swim backstroke; second, breast stroke, and the third, any other style

### Outdoor Events

Free style—100 meters or 110 yards; 200 meters or 220 yards; 400 meters or 440 yards; 800 meters or 880 yards; 1500 meters or 1 mile

Backstroke—100 meters or 110 yards

Breast stroke—200 meters or 220 yards

Medley swim—300 meters or 330 yards

Medley relay—300 meters or 330 yards (3 swimmers)

Relay—800 meters or 880 yards (4 swimmers)

*ARM*

For both indoor and outdoor meets the following diving events are usually required for one—and three-meter boards:

Header forward running

Backward header

Isander (half gainer) running

Backward spring forward dive (back jackknife)

Half twist forward

Interscholastic. The official program and order of events for dual, sectional or conference championship meets for interscholastic competition are as follows:<sup>4</sup>

1. 50 yards (75-foot pools)  
40 yards (60-foot pools)
2. Breast stroke, 100 yards
3. 220 yards; 200 yards—optional
4. Backstroke, 100 yards
5. 100 yards
6. Fancy diving
7. 150-yard medley relay (75-foot pools)  
180-yard medley relay (60-foot-pools)

<sup>4</sup>From the *Official Swimming Guide 1946*, copyright 1946 by The National Collegiate Athletic Association, published by A. S. Barnes and Company, New York, reprinted by permission.



(Three swimmers on each team, each to swim one-third the distance; first, backstroke; second, breast stroke; third, free style)

8. 220-yard relay (75-foot pools)

160-yard relay (60-foot pools)

(Four swimmers, each to swim one-fourth the distance)

Women's. Swimming events recommended for intramural, interscholastic and intercollegiate competitions by the National Section on Women's Athletics are listed below.<sup>5</sup> The ones marked "T" are the official events for telegraphic meets.

#### 75-foot pools

Front crawl, back crawl and breast stroke

25 yards

40 yards "T"

50 yards "T"

100 yards "T"

75-yard individual medley "T"

(25 yards breast stroke; 25 yards back crawl; 25 yards front crawl)

75-yard medley relay "T"

(1st swimmer, 25 yards back crawl. 2nd, 25 yards breast stroke; 3rd, 25 yards front crawl)

100-yard free style relay "T"

(4 swimmers, 25 yards each)

#### 60-foot pools

Front crawl, back crawl and breast stroke

20 yards

40 yards "T"

100 yards "T"

60-yard individual medley "T"

(20 yards breast stroke, 20 yards back crawl, 20 yards front crawl)

60-yard medley relay "T" (1st

swimmer, 20 yards back crawl; 2nd, 20 yards breast stroke; 3rd, 20 yards front crawl)

80-yard free style relay "T" (4 swimmers, 20 yards each)

*Playground Meets.* Swimming contests restricted to playground children are a feature of the pool or beach program in many cities. Novelty events in addition to formal swimming races are often introduced in playground meet programs, as illustrated by the following list of meet events for four age classes:

<sup>5</sup> From the *Official Aquatics Guide 1947-9*, copyright 1947 by The National Section on Women's Athletics of The American Association for Health, Physical Education and Recreation, published by A. S. Barnes and Company, New York, reprinted by permission.



<u>Class</u>	<u>Events</u>
10-12 years	25-yard free style Floating demonstration Fan race
13-14 years	25-yard side stroke Feet-tied race Balloon race
15-16 years	25-yard free style Life preserver relay Backstroke swim
17 years and over	25-yard free style Feet-tied race Butterfly breast stroke demonstration Night shirt relay

In cities where district or city-wide competition is arranged for playground children, the meet programs are usually restricted to a few events. In Dallas, Texas, for example, where boys and girls are classified as twelve years of age and under, and fourteen years of age and under and where each playground may enter three contestants in each event in the city-wide meet, the events in each division for boys and girls are:

- 50-foot swim, free style
- 100-foot swim, free style
- 150-foot swim, free style
- 50-foot swim, breast stroke
- 50-foot swim, backstroke

When the program is limited as in Dallas, a meet with a large number of entries can be conducted in a relatively short period.

*Inter-Pool Novice Meets.* Competitive swimming and diving can be promoted in a city with several pools by the organization of a league composed of teams representing each of the swimming centers. In Los Angeles leagues of this type have been organized on a district basis, and a schedule set up for dual meets between the member teams. Participation is restricted to novices; team members may enter two events and a relay, and teams are restricted to five entries in each event. All swimming races except the relay are across the pool, which in most cases is fifty or sixty feet wide. Meets of this type afford excellent



training and experience in competitive swimming. The order of events in the dual inter-pool meets is as follows:

1. 100-yard individual medley—or six widths  
breast, back, free style
2. 50-yard free style—or three widths
3. 220-yard free style
4. 50-yard backstroke
5. 50-yard breast stroke
6. 100-yard free style
7. Diving—compulsory dives: swan, front jack, back dive,  
one and one-half "
8. Eight-man relay (lengths of pool)

*Community Meets.* Even though many of the meets held at a pool during the swimming season are for a limited group, whether playground children or expert adult swimmers, meets are occasionally held when persons of all ages and varying abilities can take part. Community meets of this type rarely include the distance events, and since they attract primarily swimmers of only moderate ability and with limited training, modification of some of the standard distances is desirable. Typical of a community meet is one conducted on the Fourth of July at Elizabeth, New Jersey, during which two state championship events were introduced as a special feature. The program which consists chiefly of diving and short races for several classes follows:

1. 30-yard dash, free style, midget boys (12 years and under)
2. 30-yard dash, free style, midget girls (12 years and under)
3. 60-yard dash, free style, junior boys (16 years and under)
4. 60-yard dash, free style, junior girls (16 years and under)
5. 60-yard backstroke, junior boys (16 years and under)
6. 60-yard breast stroke, junior boys (16 years and under)
7. 60-yard free style, senior men (17 years and over)
8. 60-yard free style, senior women (17 years and over)
9. Fancy diving, junior boys (16 years and under)  
(Front, back, jack, 2 optionals)
10. Fancy diving, girls and women  
(Front, back, jack, 2 optionals)
11. 120-yard free style, senior men
12. 90-yard free style, senior women
13. Fancy diving, senior men



*Special A.A.U. State Championship Events*

14. 440-yard free style, senior women
15. 440-yard free style, senior men

A swimming carnival combining several novelty events and the city swimming championships has become an annual feature of the recreation department's summer program in Palo Alto, California. Competitive events are included for men, for women and for two classes of boys and girls. Features such as the canoe tilt, ballet, diving and comedy acts lighten the program and have a strong spectator appeal. The program of the third annual carnival follows:

1. Canoe tilt
2. Boys under 18—50-yard free style
3. Boys under 13—25-yard free style
4. Girls under 18—50-yard breast stroke
5. Women—50-yard breast stroke
6. Girls under 13—25-yard free style
7. Boys under 13—25-yard back stroke
8. Boys under 18—220-yard free style
9. Girls under 13—25-yard back stroke
10. Women—50-yard back stroke
11. Men—100-yard free style
12. Water ballet
13. Girls under 13—25-yard breast stroke
14. Boys under 13—25-yard breast stroke
15. Girls under 18—50 yard free style
16. Boys under 18—100-yard back stroke
17. Men—100-yard back stroke
18. Diving exhibition
19. Boys under 18—100-yard breast stroke
20. Women—50-yard free style
21. Girls under 18—50-yard back stroke
22. Men—100-yard breast stroke
23. Boys under 18—100-yard free style
24. Comedy act

*State Championship.* Meets to determine city or state champions in swimming and diving events are commonly conducted in municipal pools and such occasions cannot be overlooked in planning the community sports program. Participation in



championship meets, unlike much of the informal competition, is usually restricted to persons who have qualified by winning places in preliminary meets. The specific events to be included on the program and the classes of entries are determined by the sponsoring agency, but the events in the State Swimming and Diving Championships of the Texas Amateur Athletic Federation are typical and suitable for any meet of this type. The division and events in its two-day meet held at Tyler were:

### DIVISIONS—EVENTS

(Numbers indicate order of events)

Preliminaries and finals of events 1 to 14 are to be held the first day; preliminaries and finals of events 15 to 27, the second day.

Men	Boys (17 years and under)
(1) 400-yard relay	(2) 50-yard breast stroke
(5) 100-yard breast stroke	(6) 50-yard free style
(9) 50-yard free style	(25) Fancy diving
(20) 400-yard free style	(14) 100-yard free style
(19) 100-yard backstroke	(21) 200-yard free style
(13) 100-yard free style	(10) 50-yard backstroke
(27) Fancy diving	(17) 300-yard medley relay
(23) 200-yard free style	(3 men)
(16) 300-yard medley relay	
(3 men)	
(24) 150-yard individual medley, back, breast and free style	
Women (15 years and above)	Girls (14 years and under)
(26) Fancy diving	(8) 50-yard free style
(3) 50-yard breast stroke	(12) 50-yard backstroke
(7) 50-yard free style	(4) 50-yard breast stroke
(11) 50-yard backstroke	
(15) 100-yard free style	
(22) 200-yard free style	
(18) 150-yard medley relay	

### *Play Days*

Play days featuring water activities have become increasingly popular, especially with women and girls, just as they have in



other branches of sport.\* They supplement the meets in which speed and skill are stressed and appeal to individuals who enjoy the water but are not interested in training for competitive events. The play day program features activities in which the recreational aspects of swimming predominate and provides fun for participants and spectators alike. Typical events are group games requiring little endurance or special water skill, team games, relays and individual and group stunts. Many of the games and stunts described later in this chapter are appropriate for play day programs. Eligibility requirements for participation in play day activities are few, although persons taking part in the events are commonly grouped according to age or ability.

The Recreation and Parks Department of Los Angeles has conducted swim play days for women and girls, in which swimmers are divided into three groups: beginners, intermediates and advanced swimmers. Participants in each division are grouped indiscriminately into color teams, depending upon the color of a strip of cloth each is handed as she arrives at the pool. An order of events is suggested, with opportunity for the swimmers of each division to rest between their events, as follows:

1. For Advanced Swimmers—swimming length of pool for form.
  - A. Crawl
  - B. Backstroke
  - C. Breast stroke
  - D. Back double sculling
2. For Beginners: 50-foot free style
3. For Advanced Swimmers: 50-yard backstroke
4. For Intermediates: 50-foot dog paddle dash
5. For Beginners: Baby bonnet relay. The first swimmer dons a baby bonnet tied under the chin, swims width of the pool, climbs out, removes the bonnet and hands it to teammate. That girl puts on the bonnet, ties it under her chin, jumps in and swims the width of the pool. This procedure is repeated as many times as there are team members.
6. For Intermediates: 100-foot free style
7. For Advanced Swimmers: 50-yard free style
- (8. For Beginners: Submarine treasure hunt. Fifty two-inch metal discs (black) are strewn about on the bottom of the shallow end of the pool. At a signal the teams who are lined up along the deck



sides jump in. When a player locates a disc, she ducks under and retrieves it and returns it to a designated member of her team, who stays "put" at her station at the side of the pool. The team retrieving the largest number of discs is declared the winner.

9. For Advanced Swimmers: Water bombardment. The game is divided into halves of two minutes each. A volley ball net divides the deep water area of the pool into halves. One team is scattered over one-half of the pool, their opponents over the other. One dozen old tennis balls are given to each of the teams. At a signal, the balls are thrown over the net in the opponents' direction—and the game is on. The object of the game is to get rid of the balls as quickly as possible. At a whistle no more balls can be thrown, and the team "stuck" with the greater number of balls is declared the loser.

10. For Intermediates: Cork game. Five or six dozen corks (checker man size) are scattered about on the deep water. At a signal the teams dive in and go for the corks. The object of the game is to get as many corks as possible, using the teeth only, and bring the corks to the team's "goalie" who remains at the side of the pool. The length of the game shall be five minutes.

11. For Advanced Swimmers: Old clothes relay. An oversized swim suit (size 50) is given to the first swimmer on each team. The suit covers the girl's regular swim suit. At the starting signal, the girl dives in, swims the width of the pool, takes off her suit, gives it to another girl who puts it on and then swims her lap. This procedure is continued until each member of the team has been included.

12. For Advanced Swimmers: 50-yard breast stroke.

### WATER GAMES AND STUNTS

A great variety of games, races, relays and stunts, many of them adaptations of "land" activities, have been devised for use in the water. They add variety and novelty to the regular day-by-day pool activities and are featured events in most play day or carnival programs. Some water games and stunts can be enjoyed only by strong swimmers, but many others can be played in shallow water and help develop a familiarity with this medium. The few examples described below suggest the unlimited possibilities in the way of stunts, games and races that can be enjoyed in the water.



## Polo

The most highly organized of water games is water polo, which is played widely in colleges and athletic clubs. It is a strenuous sport and only strong swimmers can play it. The maximum playing area is thirty yards by twenty yards and the minimum depth of water, three feet. Seven players constitute a team, and a match consists of four quarters of five minutes each. The object of the game is to cause the ball to pass beyond the opposing team's goalpost. (For official water polo rules, see the *Swimming Guide* listed in the bibliography.)

Paddle polo, a game played on especially designed double-end paddle-boards, has become popular on the Pacific Coast. It requires the same space as water polo, and like it, is a strenuous sport.

## Group Games

Typical of the many games that have been adapted for use in the water are the following:

*Captive.* A large group is divided into two sides, and opponents are paired off. Each team is placed on opposite sides of a rope stretched across the pool, and at an equal distance from it. At the whistle they start for the rope with the object of pulling members of the opposite team under the rope. The rope may not be grasped. A person who remains inactive for one full minute without making an attempt to grasp a person at the rope is disqualified. At the end of a predetermined period of play, the side which has more players is the winner.

*Crab and Crawfish.* The players line up in two straight lines facing each other in the center of the pool. Each line has a goal which is the end of the pool nearest the particular line. One of the lines is named "Crabs," the other is named "Crawfish." If the leader calls "Crabs," the crabs race for their own goal and the crawfish try to catch them and hold them until the leader blows the whistle. If caught, the crab becomes a crawfish and vice versa. At the end of a period the side having the greatest number is the winner.

*Balloon Ball.* Divide the group into equal numbers. One team is massed around an inflated balloon in the water. The other is lined up on the sides of the pool. At a given command or signal,



the attacking team tries to burst the balloon. The defenders try to protect the balloon. Each team is given a three-minute period to break the balloon. The team which breaks the balloon in the shortest time wins.

*Water Push Ball.* Played as on land, with two opposite goals. Players are divided into two teams. Each team tries to push the ball toward its own goal.

*Log.* Five to twenty players. A space is marked off at opposite ends of the pool for the two goals. One player is the "Log." He floats on his back in the center of the pool midway between the two goals. The other players swim in a circle around the "Log." Without warning, the "Log" suddenly rolls over and gives chase. The players try to reach one of the goals without being tagged. If a player is tagged before he reaches safety, he takes the place of the "Log" for the next round.

*Water Basketball.* Two peach or bushel baskets are hung 5 feet above the water, 40 feet apart. The game is played like basketball, except that players are allowed to advance with the ball. Tackling and ducking are fouls and penalized by allowing a free throw for goal from a point 15 feet away. There is no out-of-bounds, and a basket may be thrown from any place in the water. A field goal counts two points, and a goal from a foul, one point. This game is less exhausting if played in knee-deep water.

*Water Schlagball.* A group of eight line up, treading water at one end of pool. Another group of eight scatter about at a distance of from 10 to 20 feet. Number 1 in group at the end bats a light ball which will float in water towards the opposing group. As soon as Number 1 has done this he starts to swim towards a floating mark placed 30 feet from his starting point. He tries to reach this mark, round it, and return to his starting point without being hit by the ball which has been caught and may be passed about by members of group Number 2. If he is hit, he retires from the game.

*Water Volley Ball.* Select two teams of equal number. Designate an area in the center of the pool as a neutral zone. This corresponds to the net in volley ball. Play starts with one team tossing the water ball to its opponents. If opponents catch the ball, they receive one point for their team. The person catching the ball then throws it back into the opponents' territory. He may pass it to another member of his team who is closer to the neutral zone than he is at the time. If the ball is dropped by a member of his own team during the play, the opponents receive one point. If the player in trying to throw the ball into the opponents' territory fails



to get it past the neutral zone and into the opponents' area, his opponents receive one point. Twenty-one points usually constitute a game.

*Fisherman.* One swimmer is chosen to be the fisherman. He treads water in the middle of the pool. All other players are fish and are lined up at one side of the pool. At a signal from the fisherman, the fish swim toward the opposite side of the pool. Those who are tagged by the fisherman before reaching the opposite side must join him in the center and help tag the others. When a third player is caught, those in the center join hands. This makes a net for the fisherman. Only those on the ends of the "net" may tag; those in the center try to keep the fish from breaking through. The fish now swim toward the center, duck under the water, and try to swim between those who make the net. The last fish to be caught becomes the fisherman and the game is played again.

*Bull in the Ring.* Children hold hands, forming a circle in water about waist deep. One individual, known as the bull, is chosen to stand in the center of the circle. He will charge the circle, trying to break through or swim under or over the hands of the players in the circle. If he succeeds in getting out of the enclosure, the entire group will drop hands and swim after the bull. The first one to tag him becomes the new bull in the ring and the game proceeds as before.

### *Relays and Races*

The number and types of relays and races that can be devised for sport in the water are limited only by the resourcefulness of the leader. Several examples follow:

*Leap Frog Relay.* Teams line up in shallow water. The goals are in deep water. At a given signal the last man in each team leaps over the one in front of him, continuing until the goal is reached.

*Obstacle Relay.* The first swimmer in each team wears over his bathing suit an assortment of clothing—perhaps pajamas, a nightgown or a complete outfit of men's or women's clothing. At a signal the swimmer dives in, swims to the opposite end of the pool where the second member of the team is stationed, disrobes and hands the clothes to the second player. He in turn dons the apparel, swims to the opposite end of the pool where the third player is stationed, and so on. Four swimmers on each team are sufficient for this relay.



**Retrieving Race.** Fifteen or more bright tin plates, colored disks or corks are thrown in the water. The teams line up on the shore and on a signal all dive in. The team recovering the greatest number of objects wins.

**Derby Hat Race.** (Farmers' straw hats may be used.) Swimmers line up and jump feet foremost into the water, each wearing a hat. Unless the swimmer is completely submerged, he is disqualified. Recovering their hats, which are left floating on the water when they go under, the swimmers race the length of the pool.

**Newspaper Race.** Swimmers race length of course reading a newspaper. Paper and hands must not touch water.

**Potato Race.** Each player has a large spoon with a potato which he must balance on it. The first member of each team is in the water ready to start when the signal is given. Each successive player gets ready so that he can start swimming as soon as the person ahead of him has reached the finish line. A container should be provided for the potatoes at the finish line. The team that has all its potatoes in the container first, or the most potatoes, wins.

**Egg and Spoon Race.** Contestants, with spoon held in mouth and egg in spoon, must swim the length of pool without dropping egg. Should egg drop, the contestant must replace it before continuing.

**Candle Race.** The swimmers line up at one end of the tank. Candles and matches are placed at the opposite end. At a signal the race begins. When the end of the tank is reached each swimmer lights a candle and swims with it toward the starting point. The race is won by the swimmer who first reaches the end of the tank with the candle still burning. The side stroke is best for this race.

**Parasol Race.** With raised parasol in one hand, or swimming on back holding parasol upraised, each contestant swims to finish line without allowing edges of parasol to touch the water.

**Table Waiters' Race.** Each contestant is given a tin or paper plate with a stone on it. The one who finishes first with the stone still on his plate is the winner.

**Surfboard Race.** Mount the board, race across the pool using arms alone, or legs alone.

### *Stunts and Contests\**

Here are a few events that will enliven any swimming period or aquatic program:



*Tug-of-War.* Tie a colored cloth to the center of a long, heavy rope. Teams line up along each end of the rope, and holding on to it, they try while swimming to pull their opponents across a center line.

*Scramble or Free-for-All.* Free-for-all scrambles are enjoyed as much by spectators as by the contestants. A greased watermelon or rubber ball is put in the water. Contestants all try to grab the object and get it to shore alone. When all pile on top it is not so easy but a great deal of fun.

*Log Rolling.* Procure two or more large logs, with bark on, of equal size and length. Contestants stand on and spin the logs with their feet, attempting to roll them sidewise the length of the course. Large bamboo poles for balancing may be used if desired.

*Mount the Barrel.* Contestants in turn mount a floating barrel, and vie with each other to see which one can stay on it the longest.

*Clown Diving.* Garbed in a clown costume and carrying balloons or umbrellas, the clowns go through a series of dives, imitating different animals, funny persons or the various standard dives.

*Pillow Fight.* Two contestants sit on a greased pole supported over the water and try to unseat each other by swatting with the pillows.

*Hammer the Nails.* A swimmer holding board and nails in one hand, hammer in the other, dives into deep water and hammers the nails into the board while under water. This may be run as a contest.

*Diving for Accuracy.* Player dives through inflated inner tube with body in different positions, such as plain dive, feet foremost dive, sailor dive and jackknife. The valve stems should be taped to avoid injury to the diver.

*Follow the Leader.* One player acts as leader and the rest follow. The leader demonstrates all kinds of strokes and does all kinds of stunts, and the others must do everything the leader sets for them to do.

## CARNIVALS

A water carnival or frolic has become an annual event in many cities, with a swimming pool, lake, stream or ocean beach serving as the setting. The program can be as simple or complex as desired, but it should be related to the ability of the participants and the facilities available. Competitive swimming and diving events are often an important feature, but original water



stunts and novelty events, including races and games, are introduced to provide fun for participants and spectators. Specialties, such as tandem and formation swimming, figure floating and water ballets are very effective. The routines are built of a succession of simple stunts or strokes, combined to form attractive patterns. A parade of decorated floats or a water pageant is the chief feature of some carnivals. Swimmers dressed in ridiculous clothes can furnish entertainment between events, and comedy diving and swimming stunts afford variety in the program. Appropriate music is a valuable asset and if the carnival is held at night, as is frequently the case, effective lighting is essential. The five programs that follow illustrate various types of carnivals and include a wide range of activities which can be adapted for use in any locality.

### *Playground Carnival*

A program for playground groups, held in a municipal swimming pool in Jacksonville, Florida, was less elaborate than at many water carnivals, but it provided enjoyment for large numbers of children and for the older folks who watched the events. The program consisted of fun-provoking activities, many of which called for skill in the water on the part of the contestants; no competitive formal events were included. Many children with varying degrees of ability can take part in this sort of carnival. Midgets, juniors and seniors from the playgrounds participated in the activities, which were as follows:

### EVENTS

*Block Gathering:* A short dash and scramble for a number of floating blocks to see who can gather the largest number

*Jackstone Gathering:* Recovery of jackstones from the bottom of the pool to see who can gather the most in three minutes

*Duck Race:* Swimming with a pie tin in each hand

*Submarine Race:* Underwater for distance and speed

*Balloon Butting Race:* Pushing a balloon with the head

*Candle Race:* Carrying a lighted candle

*Egg and Spoon Race:* Swimming while holding a spoon in the mouth with a ping pong ball on the spoon



**Tandem Swimming:** Front swimmer locks legs around body of rear swimmer. They swim crawl or breast to the finish line.

**Knee Press Race:** Swimming while holding a balloon between the legs

**Plunge for Distance:** One minute limit

**Numbered Slab Race:** A number of slabs with numbers on the bottom will be cast adrift. Each swimmer will retrieve one, and then lucky numbers will be drawn

**Canoe Tilting:** The ancient knightly art of jousting modernized, using canoes and padded poles

**Comic Diving:** Three dives to each contestant

**Polo:** If time permits, a polo game will be played.

### *Aquapara*

As a climax to the city's outdoor swimming season, the Aquapara in Newburgh, New York, has proved a popular annual event. Responsibility for the production of the show rests with the pool director, who plans the acts, selects the music, arranges for specialties and secures talent from the pool patrons. Rehearsals are held two or three times a week throughout the season, under the direction of the lifeguards. Members of the Lions Club, which backs the show, serve on the following committees: Talent and Publicity, Tickets, Door, Ushers, Program, Property and Stage, Attendance and Observation. A stage is constructed at one end of the pool and all water numbers originate at the opposite end. A script for the master of ceremonies, with cues for lighting changes, entrances and exits, is worked out and rehearsed in advance.

One Aquapara program, as described by its director,<sup>6</sup> comprised four major divisions—water ballets, water specialties, a stage program and special headline aquatic talent. The opening and closing numbers were water parades of swimming talent, with a patriotic theme worked into the closing event. Water and stage acts were alternated throughout the program.

Water ballets were organized as mixed groups and as separate groups of aquabeaux and aquabelles. The development of the ballet pattern began with a neat snap dive by pairs from the deep end of the pool. Two straight lines of swimmers, in rhythm

<sup>6</sup>Francis T. Leahy, "Aquapara," *Recreation*, June, 1945, p. 136.



with the music, went to the center of the pool and there began the basic formation of the pattern — a circle with hands joined and arms extended. From this circle a variety of patterns were formed, with a group of numbered key figures moving at given signals to form a bell, a heart, a shamrock, a wagon wheel, an anchor or a cross, as the ballet required.

Water specialties included exhibitions by local diving talent. Each dive was announced and described by the master of ceremonies, and a spotlight was focused on the diving platform. Dives were performed by individuals or by combinations of two or three from high and low boards. Comedy diving provided a separate act which included costume, cupid, water fountain, splash, double and parachute dives. Other water specialties included spot-lighted tandem swimming exhibitions to music by expert mixed duets, and an excellent burlesque of this feature. The final act was a performance by swimming and diving champions and expert water ballet groups. The stage program included a male chorus, dancing and singing soloists, dancing and gymnastic groups, and specialty numbers. A spectacular program of this nature is extremely popular but is practicable only in a city where expert swimmers and divers are available.

### *Swim Week*

Most carnival programs are presented for one or two days or nights only, but in Richmond, Virginia, the events following the city's learn-to-swim campaign were scheduled for an entire week. Professional performers as well as amateurs participated in the program, which was held at a lake in a city park. Highlights of the program were described as follows:<sup>7</sup>

The opening day was set aside as Boy Scout Day. Scouts engaged in pirogue races, tilting contests, and a dramatized lesson in water safety on a fishing trip. A model sailboat race was put on by Cub Scouts.

Tuesday was Girl Scouts' Day and included such events as water contests, water games, a fireside picnic and community sing.

Navy authorities from Camp Peary provided a topnotch show for Wednesday afternoon, featuring swimming with fins, swimming with full packs, rescue work and comic diving. A special

<sup>7</sup>Jack Kilpatrick, "In the Swim Again," *Recreation*, April, 1946, p. 6.



twenty-foot tower was erected from which the sailors strung a large rope net to demonstrate "Abandon ship" tactics.

On Thursday and Friday afternoons came city-wide swimming and diving championships. Midget and intermediate classes competed on the first afternoon; junior and senior classes on Friday.

On Friday night came the first of the big shows. A large floating stage was in place, nautical flags and flags of many nations were strung about the lake, a temporary grandstand was erected, and spot lights and loudspeakers were in place. Before the largest throng ever to attend an entertainment in Richmond, the Vincent Lopez orchestra presented a concert and a diving star went through a breath-taking routine.

Saturday afternoon was devoted to the Ann Ross and Buster Crabbe shows and to a demonstration of water safety sponsored by the Red Cross in cooperation with Navy authorities. The shows were repeated Saturday night.

The final Buster Crabbe show came on Sunday afternoon. It was coupled with an added local attraction in the form of a Cavalcade of Swim Suits. This featured a group of twenty Richmond girls modeling swim suits dating from 1890 to 1945.

The account of the Richmond carnival illustrates a dramatic method of bringing to the attention of the people of a city the opportunities which it offers for the enjoyment of water sports. A carnival of this type helps popularize the aquatic program but in many cities equally effective results might be secured by a less spectacular and expensive carnival.

### *An Indoor Carnival*

A water show entitled "A Symphonic Carnival," presented at the Central Y.M.C.A. in Brooklyn, New York, illustrated how comedy stunts, demonstrations, ballet numbers and other events may be combined in a diversified program at an indoor pool. Several of the featured events on the program were:<sup>8</sup>

1. King Neptune and his entourage made their appearance and opened the show.
2. Water ballet, while a piano player rendered the "Blue Danube Waltz."
3. Monsieur "X" established a new world's record by staying under

<sup>8</sup> From "A Symphonic Carnival," by Victor Kieffer. *The Journal of Physical Education*, May-June, 1944.



water for twenty minutes (by means of a trick barrel).

4. A detail under the command of a lieutenant, sent by the Merchant Marine, showed the latest devices in lifesaving equipment.

5. The mysterious "Phantom of the Solomons." (A skilled underwater swimmer disguised as a fish swam from under the stage to other hidden places; never was seen on top.)

6. The clowns performed. Impromptu duckings made people scream with laughter.

7. Exhibition diving from the 10-foot boards by well-known athletes.

8. An Olympic champion demonstrated his technique and skill.

9. A swimming race between experts, using "swim-fins."

10. Water ballet with all lights out and with a lighted candle fastened to the head of each swimmer. A short formation swim ending in forming the letter "Y" in front of the stage.

Music, a folk dance, tableaux and setting-up exercises by a group of girls in bathing suits were other program features.

## BOATING

The development of this sport depends primarily upon the availability of suitable water area. A pond or small lake can be used for rowing, a stream for canoeing and a larger body of water for sailing and motorboating. Recreation authorities in a number of cities have provided docks, wharves or moorings for large or small craft and boathouses where boats can be stored or repaired. Relatively few of them, however, have actively promoted boating as a sport, and the initiative has been left largely to individuals or private clubs. The striking increase in the popularity of boating since World War II affords evidence that this sport deserves a larger place in the municipal sports program.

### *Community Programs*

The success which several cities have achieved in promoting boating has demonstrated the value of this sport. Any city with suitable facilities for boating will find suggestions for the development of a program in the experience of three cities, described in the pages that follow.



*A Diversified Program.* Lake Merritt, a 126-acre city-owned lake near the heart of Oakland, California, has been used for many years as a center for water sports. Principal facilities consist of two boathouses, several docks and a fleet of rowboats, crew boats, motor canoes, electric motorboats and passenger launches. One of the boathouses is used principally for housing the boats that are rented to the public; the other provides storage and mooring for private craft. A club room for model yacht hobbyists with storage space for models, storage lockers for crew oars, dining room and dressing rooms are among the indoor facilities.

Sailboats for the Snipe, Junior Star and Skimmer classes have been found most practicable for use on the lake. A monthly program of sailing regattas offers young people and adults valuable sailing experience under favorable conditions. Crew rowing, with school children, Sea Scouts and industrial groups participating, has been possible through the purchase of a fleet of boats averaging thirty feet in length and a beam of six feet. A Women's Rowing Club, sponsored by the recreation department, has been in existence for more than thirty years.

The variety of activities on Lake Merritt and the diversity of their appeal are indicated by the following quotations from a leaflet issued by the department:<sup>9</sup>

*Paddle Your Own Canoe.* A long shore line—a broad expanse of open water—many nooks to be explored invite canoeing. Drift lazily about in the sunshine or under a silvery moon.

*Row and Reduce.* No form of physical exercise is quite so delightful as rowing. A fleet of skiffs suited to the individual needs of the entire family is available. Take your reducing exercises on the lake.

*Model Yachts.* A steady breeze and smooth waters make model yacht sailing a fine recreation. Bring your model to the lake, get in the races, and enjoy your favorite hobby. The Lake Merritt Model Yacht Club, which meets at the Boathouse every second and fourth Wednesday at 8:00 P.M., includes senior and junior members. Join now and advance your skill.

*Private Boats.* Enjoy the pleasure of keeping your craft on the lake. Reasonable rates for moorings, lockers and waterways. Inquire at the Canoe House in Lakeside Park.

<sup>9</sup> Recreation Department, Oakland, California, *Boating on Lake Merritt*. 1933.



*Electric Canoes and Motorboats.* Ease of operation makes a cruise in an electric canoe a delight. Try it some lunch hour—drive dull care away. Relax in a Kaymo Electric Motorboat—safe, comfortable and roomy; can be driven by a child. Rest and enjoy the lake.

*Crew Boats Are Ideal for Picnic Groups.* Smooth waters and temperate climate make crew a very popular sport. A brisk row on the lake—an outdoor picnic—a marshmallow toast or a weenie roast afford many delightful evenings. Fireplaces located at the Canoe House. Make reservations at room 315, City Hall.

*Speedboat Racing Is a Spectacular Event.* New records are established each year at the races of the Northern California Outboard Motor Boat Association—sponsored by the Oakland Junior Chamber of Commerce. Plan to watch them from the shores of the lake.

*Lake Merritt Breakfast Club.* A club for men fostering and encouraging recreational activities on the lake. They meet every Thursday for breakfast at 7:30 A.M. Join and boost your lake.

*Boat Building.* Interest in municipal boating in Chicago has been aroused through a boat-building program sponsored by the Lake Michigan Yachting Association with the cooperation of the Chicago Park District. Working plans were developed for a modified Frostbite dinghy of the centerboard type, 10 feet in length, 52 inches in beam and carrying 75 square feet of sail. Boys who participated in park activities and who expressed an interest in boating were organized into junior yacht clubs which chose officers, like an adult club, and selected their sailing colors. The boats were made by the boys in craft shops maintained by the Park District and under the leadership of instructors trained especially in the techniques of boat building. Splendid, seaworthy boats with hulls of mahogany and oak and with bronze hardware and fittings were constructed before the Second World War for as little as \$100. The dinghies remain the property of the Rainbow Fleet, but are available for the use of the club members at all times during the sailing season.

While the boats were being built, boys received technical instruction in sailing, and before taking out the craft they were required to pass swimming and safety tests. Ability to swim two hundred yards in open water and fifty yards fully clothed, in deep water, qualified a boy to be a crew member in moderate weather. Additional tests carried him through



various stages to unlimited skipper privileges. Sailing is largely restricted to the waters of a park lagoon and is further safeguarded by the presence of the instructor, lifeguard, lookout and an emergency lifeboat.

The success of the dinghy-building and sailing program stimulated the construction of larger craft, and the desire of many boys to build even cheaper boats has resulted in an extensive program of kayak and canoe building at a number of park centers.

*A Community Boat Club.* The Charles River Basin in Boston for several years has been the center of an expanding fleet of small sailing craft. The formation of a Community Boat Club gave an impetus to the building and sailing of a variety of boats, including small flat-hulled sailboats, some equipped with outrigger pontoons, three-masted river schooners and gondolas with canopy and cushions for passengers. These boats were available for the use of the membership which grew to six or seven hundred boys and girls. Besides sailing, repainting and repairing the craft were a routine part of the program. Much experimentation was undertaken to improve the performance and safety of the various craft.

Joseph Lee, who had a large part in this project, has offered practical suggestions for developing a public sailing program, among them the following:<sup>10</sup>

First of all, there must be an adequate body of water. An ideal area should be about a mile long and half a mile wide.

The type of boat should be small enough so the sail can be held by a simple rope in a youngster's hand all afternoon without his tiring. It should be designed so the occupant sits on the floor with his weight low and has a smooth comfortable side or back support. It is best to have in mind a craft resembling a skiff or rowboat with a sail on it. (The type widely used in Boston was a flat-hulled sailboat, 36 inches wide across the bottom and 46 inches at the gunwales, 17 feet long overall, with a two-foot overhang forward and a one-foot overhang aft. Two leeboards clamped to the sides amidships took the place of a keel or center board.)

The fleet for public use must be centered on some landing where control, instruction, supervision and storage of boats are provided.

<sup>10</sup> "Smooth Sailing," *Recreation*, August, 1946, p. 248.



A triangular float is recommended; for a fleet of 12 boats—a good number to begin with—a landing should have a minimum frontage of 75 feet.

There should be a shed of sufficient size for storing the gear at night as well as office supplies necessary to conduct the program.

The services of a program director are needed to select and adapt successfully the design of the boats to be built, procure the materials, supervise the repairing and building, teach the prospective yachtsmen how to sail and direct the sailing program. "The director must be a sailorman, a teacher, a boatbuilder, a social worker, a promoter, an executive, a discerner of human nature and a gang leader."

The greatest safety factor is a knowledge of weather on the part of the staff. The second is a working card file so that a beginner is not mistakenly given the privileges of sailing on his own at a distance in bad weather.

Advance public support to cover the investment in facilities and leadership is essential, but income in the form of membership fees should be sufficient to cover operating costs.

"Sailing is like fishing. The mast is the fish pole, the sail is the bait, the wind is the fish, of different size and wriggling power every moment!"

### *Model Yachting*

The building and sailing of model yachts is a more highly organized sport in Great Britain than in this country, but the number of model yachting enthusiasts is growing rapidly. The sport appeals to a wide range of ages—from the youngsters who make and sail craft of all types and sizes to the men who sail meticulously designed and constructed class yachts. The Class M boat, although comparatively new, has achieved great popularity among adult model yachtsmen. It is also called "The 50-800 class" because of the rule that it must be 50 inches in length overall and cannot carry more than 800 square inches of sail. Class A yachts, the largest used by model yachtsmen, have all the features of the largest racing yachts, weigh from forty to sixty-five pounds and are from six to seven feet in length overall. They present the greatest challenge to keen



students of yacht design because they are subject to complex limitations and regulations in design similar to the rules adopted for the large racing yachts. The Class M boats, however, appeal to a larger number of persons because they are smaller and therefore easier to transport; they are much less expensive to build and present no serious difficulties in design. The building of these model yachts represents a fascinating project in arts and crafts; sailing them has the elements of a thrilling sport.

Model yachting is by no means confined to the large class boats previously mentioned. On ponds and pools across the country children and adults regularly sail smaller craft they have either purchased or built. In Prospect Park, Brooklyn, the Model Boat House contains two hundred models, ranging from twelve to fifty inches in length.

A pond and wind are the requisites for successful sailing, and a suitable water area that is exposed to the wind is essential to the development of satisfactory competition. According to Charles E. North<sup>11</sup> of the Montclair, New Jersey, Model Yacht Club, the dimensions of a model yacht pond, as approved by most authorities, are from eight hundred to one thousand feet in length, two hundred to three hundred feet in width, and from three to six feet in depth. Wooden floats at each end of the pond are desirable, and a sloping sand shore furnishes the best of conditions for both yachts and yachtsmen. A pathway at least six feet wide around the pond is desirable.

Sailing requires two sailors for each yacht; they handle the boat on opposite sides of the pond. The sport calls for the careful adjustment of sails and steering gear in order to keep the yacht on its course. It also involves considerable exercise on the part of the yachtsman as he follows his yacht along the course. The sport appeals not only to men but to women, who often act as crews for the skippers. The organization of a club among local model yacht enthusiasts is certain to extend interest in the sport among members and the public.

Racing affords the real sport in the model boating program. The length of the course varies with the water areas available and the size of the boats. In Long Beach, California, model

<sup>11</sup> "Model Yachting," *Recreation*, July, 1939, p. 203.



yacht championships are held annually in the Marine Stadium over a 4,000-meter course. Races consist of the following classes of boats:

S.C. 40:700 class

50:800 Marblehead (M)

Open class, any size (arbitrary handicap)

The races are scheduled at 1:30, 3:00 and 4:20 P.M., respectively.

In this city model boat building instruction is offered to boys and girls at the Model Boat Shop, and races are held each Saturday afternoon. Competition is in two divisions: (1) 12- to 18-inch classes and (2) 20-, 24- and 30-inch classes. A mid-summer series of races is held on three consecutive days, with competition restricted to boys or girls who are members of the Model Yacht Club or have built a boat in the shop. The Long Beach Recreation Commission furnishes the plans, instructor, supervision and workshop for the model boat program; the individuals purchase essential materials and equipment from the Commission at cost.

### *Canoe and Rowboat Events*

Special contests and events are commonly arranged for rowboats, canoes and other types of small craft, and crew racing is promoted in some cities. The following are a number of popular events in which rowboats and canoes participate.

*Canoe Tilting.* This sport creates great fun and interest. It can be held either in a swimming pool or in a natural body of water. Two canoes are used and each has a crew of two, the paddler or navigator who sits in the bottom of the bow facing the center, and the gladiator who stands on the bottom or on a platform raised on the gunwales. Tilting poles eight feet long and one and one-half inches in diameter are used. On the end of each pole is fastened a plumber's suction cup or a wooden disk which is padded and wrapped, after being secured to the pole. The object of the contest is to tilt the opposing gladiator into the water.

Rules for the event vary, but in general the following apply: One member of the team handles the pole, the other handles



the paddle and guides the canoe. Neither contestant may otherwise assist the other member of the team. Fouls are declared if contestants hold or make contact with their opponents or their equipment in any other way than by a joust, if an opponent is struck with the side of a pole or intentionally hit in the face, or if the navigator is struck either intentionally or otherwise. The team winning two out of three tilts is usually declared the champion.

*Canoe Emptying Contest.* In this contest canoes should be as closely matched as possible; otherwise the same canoe is used and contestants compete against time. After taking their positions the contestants sit in the bottom of their canoes with a hand on either gunwale. At the starting signal each contestant capsizes his own canoe, rolling it over completely so that both gunwales pass beneath the surface of the water. He then shakes out all the water except that remaining beneath the bottom boards, climbs aboard and resumes a sitting position. The first contestant to complete the operation is the winner.

*Canoe Filling Contest.* For this event two men are in each canoe. Here again canoes should be closely matched for size and shape. One member of each team acts as a pail man, the other as paddler. Pails should be of the same size and material. The object of the contest is to fill the adversary's canoe with water thrown by means of the pail. The pail man is not allowed to push or pull his opponents' canoe or to touch it in any way. The paddler is not permitted to touch his partner nor his opponent nor to help his pail man in throwing the water. No bailing is allowed during the contest. In order to win, the crew must remain afloat in its canoe after the opponents' canoe is filled with water. Several canoes may be used in this contest.

*Hand Paddling Race.* For this event crews of from one to four men may be used, and distances may vary. Contestants may take any positions they desire in the canoe, but only the bare hands may be used in propelling the canoe toward the finish line.

*Overboard Race.* One or two men form the crew in this race which starts off in the same way as for a regular paddling



contest. When the leading crew has covered approximately one-half of the course, a signal is given on which all contestants must go overboard, completely submerging themselves but without capsizing the canoe. They then climb aboard and race to the finish.

A variation of this race requires the canoes to be capsized when the crews go overboard. The canoes are to be shaken out before the crews again climb aboard and proceed to the finish. Two hundred yards is the distance suggested for these two events.

*Tug-of-War.* Crews of from one to four men each may be used for this event, and either single or double blades may be used. Canoes are fastened at the stern with not less than five feet clearance between them. Opposite goals are fixed fifteen to twenty feet from the bow of each canoe. The crew whose canoe first touches its goal with the bow is declared the winner. The canoe events previously described can be used satisfactorily with other small craft. Additional contests suitable for a "Watercraft Meet" are described in the *Official Aquatics Guide*<sup>12</sup> as follows:

1. *Canoe Singles Race.* A timed event on a set triangular course, in which each contestant is started from the same place, at intervals of thirty seconds

2. *Rowboat Singles Race.* A timed event on a set triangular course, which is conducted in the same manner as above

3. *Canoe Doubles Race.* A timed event on a set triangular course and conducted in the same manner as above

4. *Rowboat Hand-Paddle Race.* A novelty event in which three people paddle and one uses an oar as a rudder (in each boat), on a straight course

5. *Canoe Gunwale Singles Race.* A novelty event in which the contestant stands on the canoe gunwales and then "bobs" on a straight course

6. *Rowboat Tug-of-War.* A novelty event with two people in each boat, each with an oar, and with a rope connecting the bow ends of the two boats

<sup>12</sup> From the *Official Aquatics Guide 1945-1947*, copyright 1945 by The National Section on Women's Athletics of The American Association for Health, Physical Education and Recreation, published by A. S. Barnes and Company, New York, reprinted by permission.



**7. Rowboat Chariot Race.** A novelty event with a swimmer and a passenger for each boat; the swimmer attempts to tow the boat over a straight course by means of a rope attached to the bow of his or her boat

**8. Canoe Bow-Paddling Race.** A novelty event in which a single paddler, sitting in and facing the bow of the canoe, attempts to paddle to the finish line

**9. Canoe Maneuvers Tandem Event.** A skill or "form" event, in which two people in each canoe attempt to guide their canoe in a set sequence of turns according to instructions given just before the event; each canoe tandem performs separately and is judged on its technique

**A Demonstration.** In cities where boating is a municipally sponsored activity the authorities have a responsibility for promoting water safety by instructing participants in proper methods of handling boats. A demonstration is one method of safety education and the following activities were included in a program held in a city park in St. Paul, Minnesota. An event of this sort is especially valuable if held at the beginning of the boating season.

#### *Boating Demonstration*

Proper methods in entering and leaving a boat

Capsized boat supporting occupants

Rescues from boat; use of poles, oar, shirt, extended arm

Rescuing person over stern

Proper rowing methods, showing posture, depth, feathering, turns, etc.

Safety measures in fishing and shooting

#### *Canoe Safety*

Proper method of placing a canoe in water

Proper method of entering a canoe

Proper method of beaching a canoe

Capsize canoe, turn upright, and roll in

Tandem paddling showing proper strokes

Packing a canoe for a trip

Safety in casting and shooting from a canoe

Single paddler boarding canoe, then showing strokes, turns, and draws

Kayak roll

Submerged canoe supporting occupants



**Two ways of emptying canoe**

Tandem crew assists man and empties overturned canoe

Demonstration of pneumatic life belt in canoe rescue

One-man rescue of tired swimmer

**Regattas.** Regattas are the highlights of the sailing and boating season. The conduct of a regatta requires careful advance preparation similar to that for a meet (see Chapter IX) and a clear understanding on the part of all participants as to the conditions and regulations under which the races are to be sailed. Among the items that require special attention are: determination of classes, provision for care of boats, adoption of rules and regulations governing the competition, location and marking of courses, and supervision and patrol of courses. Regatta committees may delegate specific responsibilities to subcommittees for such functions as publicity, local arrangements, protests, trophies and hospitality.

**A Water Festival.** Harrisburg, Pennsylvania, for many years has conducted an annual Kipona, or water festival, featuring swimming and boating events of various types. The competitive nature of the festival events challenges the interest of boating enthusiasts and the races and contests thrill both participants and spectators. Standard rowing races usually share a place in the program with novelty contests. In cities like Harrisburg where a water festival is held each year it has become an outstanding attraction, attended by thousands of spectators. Activities for boys, girls and adults were included in the schedule of boat races and events in a recent Kipona, which follows:

*Canoe and Surfboard Races*

- |   |            |
|---|------------|
| 1. Men's doubles, $\frac{1}{2}$ mile ( $\frac{1}{4}$ mile up and back)..... | 12:30 P.M. |
| 2. Canoe filling contests (doubles, free-for-all).....                      | 12:50 P.M. |
| 3. Surfboat, singles (220 yards) .....                                      | 1:10 P.M.  |
| 4. Mixed doubles, $\frac{1}{2}$ mile ( $\frac{1}{4}$ mile up and back)....  | 1:30 P.M.  |
| 5. Front end race, singles (220 yards).....                                 | 1:50 P.M.  |
| 6. Boys' singles (under 15) $\frac{1}{4}$ mile.....                         | 2:05 P.M.  |
| 7. Backward race, doubles (220 yards)...                                    | 2:20 P.M.  |
| 8. Girls' doubles, $\frac{1}{4}$ mile .....                                 | 2:40 P.M.  |
| 9. Kipona quarter singles, men, $\frac{1}{4}$ mile. ....                    | 3:00 P.M.  |
| 10. Boys' doubles (15 and under) $\frac{1}{4}$ mile.....                    | 3:20 P.M.  |



- |  |      |      |
|--|------|------|
| 11. Hand race (220 yards, using hands instead of paddles, doubles) ..... | 3:40 | P.M. |
| 12. Obstacle race, singles, 1/4 mile .....                               | 4:00 | P.M. |
| 13. Club four, open—1/4 mile .....                                       | 4:20 | P.M. |
| 14. Gunwale race, 1/4 mile, standing on wale and using brooms .....      | 4:35 | P.M. |
| 15. Tilting contest .....  | 4:50 | P.M. |

*Motorboat Schedule*

- |                            |                            |
|----------------------------|----------------------------|
| 1:00 P.M.—Class A—1st heat | 2:30 P.M.—Class A—2nd heat |
| 1:30 P.M.—Class C—1st heat | 3:00 P.M.—Class C—2nd heat |
| 2:00 P.M.—Class F—1st heat | 3:30 P.M.—Class F—2nd heat |

Service C. and E. Runabouts—2 heats

Aquaplane and water skis race

(Note—All races, 5 laps. Drivers must sign entry blanks before races.)

*A Canoe Regatta.* In cities where canoeing is popular a canoe regatta is an attractive feature. Many interesting events can be arranged for canoists, as illustrated by the following program of the State Canoe Regatta conducted in Miami Beach, Florida. No racing canoe, or canoe with rudder or with more than two-inch keel was permitted in the events.

- 1:30—220-Yard Single Paddle for Women
- 1:45—220-Yard Single Paddle for Men
- 2:00—440-Yard Mixed Race (Men and Women)
- 2:30—440-Yard Double Race (Women)
- 2:45—Canoe Tilting Contest (Men)
- 3:15—Half-Mile Double Paddle Race (Men)
- 3:45—220-Yard Lost Paddle Race for Men
- 4:30—400-Yard Single Paddle Race for Men
- 5:00—440-Yard Mixed Obstacle Race (Men and Women)
- 5:15—One Mile Double Paddle (Men)
- 5:30—880-Yard Portage Race (Men)



## CHAPTER XV

### *Game Skills Events* ~

A great variety of contests and special events have been devised that are based upon the skills required for successful participation in the major team games. These activities can give diversity to the sports program, serve as coaching devices for instructing groups in game skills, provide an incentive for the acquisition of greater proficiency in team games, measure progress in learning skills and provide competitive events that can be conducted on a tournament basis. Some of these skills events afford informal activity for small groups and serve as lead-up games for children who are too young to engage in regular team play. Detailed scoring charts giving a specific number of points for performance in each event, with separate tables for different age groups, have been worked out in several cities, but fairly simple scoring methods are ordinarily used for events of this type.

Activities involving game skills are used not only for instruction and informal group activity, but meets or play days are often arranged around them. Meets consisting of baseball, football or softball events, for example, have proved popular with both players and spectators. Competitions are sometimes held between playground teams composed of winners in the



events on the individual playgrounds, or city-wide competitions are held to determine the local champions. Contests of this type are occasionally introduced as features between the halves of a major sports contest, such as a football or basketball game. Whenever the events are used on a competitive basis, as is generally the case, specific rules for conducting and scoring them are essential.

The activities described in the pages that follow can be used to advantage in the community sports program as a supplement to the more highly organized forms of sport. Sports leaders have not always recognized their value or given them a merited place in the program.

### BASEBALL AND SOFTBALL EVENTS

Events involving skills used in baseball and softball are perhaps more numerous and more popular than those associated with any other team game. They include pitching contests and a variety of events in which a baseball or softball is used.

#### *Pitching Contests*

A pitching frame or target is required for this type of contest, although an old automobile tire may be used for informal competition or practice. Designed to develop accuracy in pitching, the object of the contest is to have the pitched ball hit the target or pass through the opening in the frame. For young children's use the dimensions of the target or frame opening are approximately 36 inches high and 15 inches wide, and the bottom of the target is 18 inches above the ground. For youth of high school age and older the average dimensions are 40 inches in height and 17 inches in width and the bottom is 20 inches from the ground. When a baseball is used, the pitching distance suggested for juniors is between 45 and 52 feet; for seniors, 60½ feet. When a softball is used, it is 35 feet and 43 feet, respectively. Each contestant has a specified number of throws—not to exceed fifty—and the number of successful throws determines his score. In order to score, a ball must hit the target or pass clearly through the frame, which must be



prevented from swinging. The underhand pitch is required when a softball is used. Variations in the method of scoring are common. In one city, for example, children are allowed to throw until they pitch four balls before throwing three strikes, with a limit of 27 strike-outs.

### *Other Activities*

Among the most widely used events are the following:

*Distance Throw for Accuracy.* Each contestant has two or more throws in an attempt to "make" the maximum distance within a given sector.

*Fungo Hitting for Distance.* Each batter, standing in a regulation batting box four by six feet, throws a ball in the air and attempts to hit it a maximum distance within a given sector. Three tries are usually allowed.

*Catcher's Throw for Accuracy.* An empty barrel is placed at second base, with the opening facing the home plate. Five throws are allowed each entry, who stands behind the plate. Balls landing in the barrel on the fly count three points; after the first bounce, two points; on the second bounce or roll or hitting the barrel in any way, one point. Game conditions are approximated, with the catcher wearing a mask and with a batter swinging at the pitched balls.

In a variation of this event the contestant makes five throws; three to second, one to first and one to third, and a receiver is stationed at each base. Around each base are marked off on the ground two concentric circles with two-foot and five-foot radii. The catcher receives five points for a throw if the receiver catches the ball with one foot on the base; three points if the receiver catches it with one foot within the two foot circle, and one point if he catches it with one foot between the two circles. Otherwise no points are scored.

*Throw to First.* This event is similar to the catcher's throw for accuracy, except that the empty barrel is placed at first base and the throws are made from second base, short stop and third base, respectively.



***Bunt and Run.*** Ball is pitched to batter who bunts and runs to first base. The time required to reach the base is recorded, with two or three attempts allowed. This event can be judged by bunting alone, with sectors marked on the diamond and points scored for bunts landing in each sector.

***Accuracy Throw from Second to Home.*** Contestant stands with both feet on second base and is allowed one step in delivering the ball. Concentric circles one foot apart are marked around the home plate. A ball striking within the one-foot circle counts five points; within the succeeding circles, one point less for each.

***Running Bases for Time.*** Each contestant, starting from the home plate, must make the circuit, touching each base in turn. Two attempts are usually allowed; the runner making the shortest time wins. In some cases the ball is pitched to the batter in this event.

***Throw Around Bases for Time.*** This is a team event, in which four players take a position with at least one foot on home plate, first, second and third bases, respectively. At a signal the player on home plate throws a ball to the first baseman who in turn throws it to the second baseman, etc. The ball must be thrown around the bases twice and the time recorded from the time it first leaves the catcher's hand to the time he receives it after the second round. Should a player fail to make a catch he must retrieve the ball and return to his base before he throws.

### FOOTBALL EVENTS

The most common events in which a football is used are the forward pass, drop kick and place kick, each for distance and accuracy. Regulations governing the events differ from one city to another, in part depending upon the ages of the boys participating. In the distance events, for example, no restriction is put on direction, in some cities; in others, landing areas are marked off by parallel lines, and kicks and passes are scored only if the ball lands between these lines. A landing area 50



feet wide has been used for the punting event and one 30 feet wide for passing.

### *Typical Events*

The following brief description of several events, adapted from a bulletin issued by the Department of Public Recreation, Jacksonville, Florida, includes typical activities.

*Snapping for Distance.* The ball is centered in the usual manner and three trials\* are given each contestant. The snap is measured from the place where the ball is placed on the ground to the place where it first touches after being snapped.

*Snapping for Accuracy.* Each contestant is given ten snaps at a target which consists of a barrel hoop suspended with its bottom two feet above the ground. The snapping is done from a line five yards from the target. Any ball that goes through, even if it hits the hoop, is considered a successful attempt.

*Punting for Distance or Time.* The ball is punted from behind a line, three trials being allowed. The distance is measured from the line to the place where the ball first strikes the ground. Distance kicks may also be timed with a stop watch, because the time element is important in allowing ends to get down the field.

*Punting for Accuracy.* The object of this contest is to punt the ball out of bounds on the sidelines, as close to the corner flag as possible. All punts are to be made from midfield, midgets kicking from the 30-yard line, juniors from the 40-yard line and seniors from the 50-yard line. Any punt that hits inside the field before going out of bounds, in order to be considered good, must not strike further than fifteen yards from the side or end lines.

*Drop Kicking for Distance.* Each contestant is given five trials, selecting his own distance in each case. He is credited with the longest distance he kicks, in which the ball goes over the cross bar between the uprights.



**Drop Kicking for Accuracy.** Each contestant is allowed ten kicks from the 10-yard line, which is twenty yards from the posts. A successful trial must go over the cross bar between the uprights.

**Passing for Distance.** The ball is passed from behind a line, three trials being allowed. The distance is measured from the line to a place where the ball first strikes the ground.

**Forward Passing for Accuracy.** A target five feet square is set up with its bottom two feet above the ground. This may be a frame or a piece of canvas suspended from trees or apparatus. Each passer is allowed ten trials; midgets from the 15-yard line, juniors from the 20-yard marker and seniors from the 25-yard distance. Any ball that goes through the square, even though it touches the rim, is considered a successful trial.

### *A Field Day*

The accuracy and distance events previously listed may be run as a football field day. Each contestant should be given a card on which his point score for each event can be recorded. The method of scoring follows:

Score one point for each foot of distance made in the following events: Snapping for Distance, Passing for Distance, Punting for Distance and Drop Kicking for Distance. Score ten points for each successful trial up to ten in Snapping for Accuracy, Passing for Accuracy and Drop Kicking for Accuracy. Score the Punting for Accuracy by taking one point from a hundred for each foot the ball misses the corner flag.

### *Relay Races*

Relay races in which a football is used are an effective means of teaching the fundamentals of the game and also an interesting form of competitive activity. Many of them require quick decisions, accuracy, judgment and teamwork. Some are run as ordinary relays, except that a football is carried and passed instead of a baton; others are built around the skills required in playing football. Illustrative of such relay races are the



following, which were issued by the Minnesota State Department of Education:<sup>1</sup>

1. Divide the class into two or more equal divisions in file formation with at least fifteen feet between files. The first boy in each file is given a football and on signal "go" he runs to a line 40 to 60 feet from the starting point. After crossing the line he makes a forward pass to the second boy in the file, who catches the ball, runs beyond the line and forward passes to the third boy. This continues until entire line is at opposite end of field. The side having all members at the opposite end of field first wins.

2. Form classes in files with same general instructions as in 1. First boy in file takes position of center, the second boy the position of quarterback. This boy receives the ball when the signal is given. Immediately after passing the ball the center runs toward a line 40 to 60 feet from the starting point. When he has advanced 10 to 15 feet the quarterback makes a short forward pass to the center who carries the ball to the opposite line. He then forward passes back to the quarterback who takes the position of center. Proceed until entire line is at opposite side of field.

3. Divide the class into two or more equal divisions in file formation, then face left. Boys take side stride stand position with feet touching. Boy on extreme left, #1, has the ball and on the word "go" passes the ball to #2 on his right, and #2 passes to #3 on his right and so on until the boy on extreme right receives the ball. He pivots to the right and runs to opposite end of line where he takes his position with feet touching the next boy, and passes the ball to the boy on his right. This process continues until every boy has carried the ball.

4. Divide the class into two or more equal divisions in file formation with six feet between boys from front to rear. The first boy centers the ball. On signal "go" he passes the ball to the next boy behind him. After receiving the ball this boy must touch the ball to the ground before passing it to the boy behind him. When the last boy receives the ball he carries it to the front of the line and takes his position six feet in front of the first boy. He then touches the ball to the ground and passes it to the boy behind him. This continues until every boy has carried the ball.

5. Two or more teams of equal numbers are lined up in single file behind a starting line. The first player on each team has a Rugby football. Both leave the starting line on signal. After they have run to the goal line, which is any distance between ten and

<sup>1</sup>*State Manual of Physical Education*, p. 163.



twenty yards from the starting line, they throw a forward pass back to the second players of their respective sides, and then after making the throw remain behind the goal line. The second players must catch the ball while standing in the area known as home base, which is an area six feet square. They then follow the same procedure as did the first players, and so on until the members of both teams are finally grouped behind the goal line. The first team getting all its members behind the goal line without having any fouls charged against it wins.

**Fouls.** It is a foul:

- a. To step on or over the goal line while making the pass.
- b. To step out of the home base area while making the catch.
- c. For any member of a team to assist a player occupying home base in his attempt to recover a pass. If the player at home base fumbles the pass, he alone must recover the ball.

### BASKETBALL EVENTS

Basketball events and stunts that have been widely used include foul shooting, shooting from various angles and distances, dribbling, cutting and shooting, passing, feinting, jumping, pivoting and trick handling of the ball. These events are not merely activities whereby an individual can acquire skills used in the game but they provide a basis for organizing competition. For example a pentathlon contest consisting of follow-up shooting, shooting against time, dribble through obstacles, chest throw for distance and the free throw was used in a western city to test skills in basketball fundamentals. Local and district winners in several weight classes competed for the city championships in these events. Descriptions of several typical activities follow.

#### *Goal Shooting Contests*

Goal shooting is perhaps the most common type of basketball contest, and it is used with children, young people and adults. The highest number of goals scored in a given number of shots from the free throw line determines the winner in some contests. Shots from various positions are required in others. The Erie County, New York, Youth Bureau, in its







The following events were used:

*Game of 21.* Each team lines up in file behind its captain who takes his place behind the double line marking off the girls' zone. At the starter's signal, he shoots a long shot and then a short shot from where the ball hits the playing floor. If the ball fails to land in the playing area, the player loses his short shot. A long shot through the basket counts two points and a short shot one point. Each player in turn takes his shots. The team scoring the most points in five minutes wins.

*Dribble Shoot.* Each team lines up behind its captain at the double line and faces the same basket which is two-thirds of the length of the court from the starting line. At a given signal both captains dribble to the foul line where they must stop and shoot for the basket before dribbling back to touch off the next man. If a man misses his first shot he must go back to the foul line and shoot again. This continues until he makes the basket. Each basket counts one point and the team scoring the most points in five minutes wins.

*Foul Shooting.* Each man is allowed ten shots. The team scoring the largest percentage of its shots wins.

### *Intercity Competition*

A number of middle western cities have conducted a basketball test competition, each city carrying on the events in its own locality and reporting the returns to a central place. The events are as follows:

*Free Throw.* Ten throws are to be taken from behind the free throw line, in five series of two throws each. After each series, or following each second throw, the contestant must step outside the free throw circle and return to continue the throws. Any style or manner of delivering the ball may be used. Points are scored on a basis of the number of baskets properly made. Each basket scores one point.

*Dribble in and Shoot.* From a spot 25 feet directly out from the center of the backboard, the contestant shall advance the ball by a continuous and legal dribble to any point he desires



and shoot for a basket. The action must be continuous. There must be no pause between the dribble and the shot for the basket. The direction of the dribble must be toward the basket. If the ball goes out of bounds or the dribble is illegal, the trial shall score as zero. Ten trials are allowed. Points are scored on a basis of one point for each basket properly made.

*Long Shot and a Follow Shot.* The long shot shall be taken from any point on the arc of a circle drawn on the floor with a 20-foot radius from a center directly below the middle of the basket. The short shot must be taken from the spot where ball is caught on the rebound or after the first bounce. A contestant must catch the ball on the rebound or after the first bounce. If the ball touches the floor after the first bounce or goes out of bounds during the attempt, it shall be ruled a dead ball and no score can be made on that part of the attempt. An honest attempt must be made to score the goal, and if the ball fails to touch the backboard or basket the trial shall count as zero. If the long shot is made, the short shot must be taken from either spot seven or eight, as specified in Basketball Golf.

A trial consists of a long shot and a short shot.

A long shot shall score 2 points if properly executed.

A short shot shall score 1 point if properly executed.

Ten trials are allowed.

*Basketball Golf.* Only one shot is to be attempted from each location (see Figure 10).

Nos. 1 and 2 are to be taken from the free throw lane on each side four feet from the point where the free throw circle and the free throw lanes meet. No. 1 is on the left, and No. 2 is on the right.

Nos. 3 and 4 are to be taken from the point where the free throw circle joins the free throw lane. No. 3 is on the left and No. 4 is on the right.

No. 5 is to be taken from the free throw line itself.

No. 6 is to be taken from a point on the free throw circle which is farthest from the center of the backboard.

Nos. 7 and 8 are to be taken from two points on the free throw line extended. Each spot is 12 feet from the center of



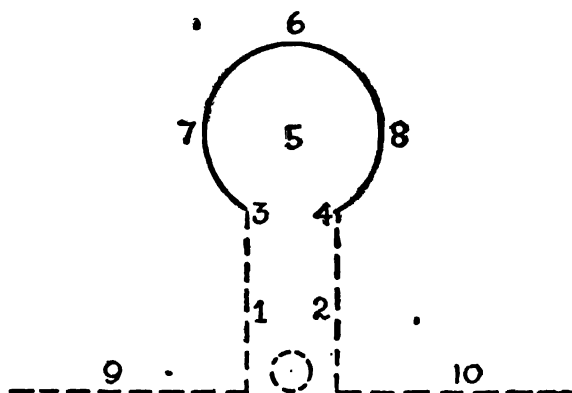


FIGURE 10. DIAGRAM OF BASKETBALL GOLF

the circle. No. 7 is on the left; No. 8 on the right.

Nos. 9 and 10 are fifteen feet from the mid-point between the free throw lanes and two feet in toward the center of the court from a line drawn under the backboard and extended to either side. No. 9 is on the left and No. 10 is on the right.

In making an attempt, it must be a legal shot from or behind the points designated. Step on the spot and shoot, or jump and shoot. Points are scored on a basis of one point for each basket properly made.

This game is sometimes played under a rule that permits a player to continue shooting only until he misses. On his next turn he resumes shooting from the spot at which he failed previously. A further variation permits a player after missing a shot either to await his turn for another shot or to take a "risk". If he chooses the latter, he is allowed another attempt, but if he misses it, he must go back to the beginning and wait his turn before starting

### *One Goal Games*

Games that can be played around a basketball goal are numerous and are susceptible to a great variety of adaptations, as the following examples worked out by students at the National Recreation School indicate.

**Freeze Out.** First player takes a long and a short shot. If he



makes both, the next player in line must do the same. If he makes only the long shot or the short one, the player who follows makes only one shot. A long shot can be substituted for a short one. A short shot cannot be substituted for a long shot. If a player fails to shoot a score equal to that of the player in front of him, he must drop out. Continue until elimination determines the winner.

*Short Shot Freeze Out.* Player shoots only short shots. If the shooter makes his shot, the next player in line must catch the ball before it hits the floor, or he is out. Players are eliminated; otherwise the game is played as indicated in "Freeze Out."

*Twenty-One with Variations.* A score of 21 points constitutes a game.

A. Points are scored as follows: A long shot behind a given line counts two points; a second shot from point where the ball was recovered scores one point.

B. Each player takes three shots, shooting each successive shot, after the first, from the point where ball was recovered, scoring 3-2-1 or 5-3-1.

C. Shoot two shots each from the foul line. First shot scores two points, and second one point. Players continue to shoot as long as they score either of the two shots.

D. Score as in "B" but player must stop shooting whenever he misses a basket, whether or not it is his first, second or third shot.

E. Shoot from foul line, then from the point of recovery, and continue as long as successful. Each basket from the foul line counts two points and each basket from the floor scores one point.

*Pass Relay.* Arrange players in file formation. Leader steps out in front of his file and passes ball to first man, who passes it back to leader and squats on floor. Leader then passes ball to next man, who does likewise, and so on down the line until the last man passes ball to the leader. Team finishing first wins.



## SOCCER EVENTS

Among the events involving soccer skills that are commonly used are the following:

*Soccer Dribble.* Blocks of wood or other objects are placed in line at 10-yard intervals over a course from 50 to 100 yards in length. A soccer ball is placed on the ground at the start and on signal the contestant dribbles the ball forward alternately around each obstacle until the finish line is reached, using feet only. Time is taken from start to finish. The contestant may be required to make a round trip.

*Place Kick for Distance.* Place ball on kicking line. Contestant takes short run and kicks the ball as far as possible. He may cross kicking line after kick is made.

*Bounce Kick.* Same as place kick, except that the ball is bounced behind kicking line and kicked after bounce.

*Heading for Distance.* The ball is thrown into the air, any height, and then butted with the head from behind the line.

*Place Kick for Accuracy.* Establish a line 30 yards from the center of the goal. Place the ball on the line. The contestant with or without a run attempts to kick the ball through the goal.

Score three points if ball goes through on fly.

Score two points if ball goes through with one bounce.

Score one point if ball goes through with two or more bounces.

*Dribble Kick for Accuracy.* Same as place kick, except that ball is dribbled before it is kicked. Ball must be moving when kicked, behind the 30-yard line.

*Soccer Kick for Accuracy.* Establish a target five feet square on the ground. At a distance of 30 yards, the contestant kicks the ball so that it will land inside the target.

*Heading for Accuracy.* Establish a line 10 yards from goal and parallel to it. The contestant stands behind the line, tosses the ball in the air and heads it through the goal.



Score two points if ball goes through goal on the fly.

Score one point if ball goes through goal on the bounce.

*Throw-in for Distance.* The contestant stands behind line and throws the soccer ball for distance. When throwing the ball, both feet must be on the ground; no walk or run before the throw is allowed.

### FIELD HOCKEY EVENTS

Popular field hockey events for girls include hockey shooting for accuracy, dribble and shoot and dribble around obstacles. The last two events can be run as relays, if desired, with team rather than individual competition. These events are run in much the same manner as some of the soccer events previously described.

### VOLLEY BALL EVENTS

Several events involving skills used in the game of volley ball have been devised by the United States Volley Ball Association, which has conducted national tournaments in these events. They are designed to encourage men and women, boys and girls to play this game, in which mixed groups can participate. The activities are suitable for use on the playground or in the gymnasium, and when conducted as a tournament entries can be on an individual or team basis. The events are:<sup>2</sup>

*Serve.* The volley ball court on one side of the net is marked off in six sections of equal size as indicated in the accompanying diagram (Figure 11). The contestant, standing behind the serving line on the opposite side of the court attempts to serve five balls over the net into each of the six areas, making a total of thirty serves. From one to four points are earned for each successful serve, depending upon the area to which the serve is directed. A ball touching a line is good but if it touches the net it is not. The net should be at least six feet six inches high for children under eleven; seven feet high for children

<sup>2</sup>From the *Official Volley Ball Guide 1945*, copyright 1944 by The United States Volley Ball Association, published by A. S. Barnes and Company, New York, reprinted by permission.



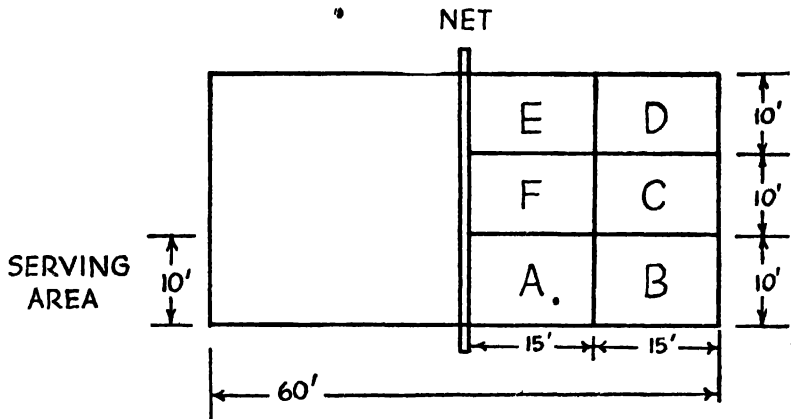


FIGURE 11. DIAGRAM OF VOLLEY BALL SERVE

under fifteen and seven feet six inches to eight feet high for all others.

*Set-up.* Ten "set-ups" are attempted from each of three positions in this event which is designed to develop accuracy and height. A basketball goal ten feet above the floor serves as a target and the three positions are indicated in the accompanying diagram (Figure 12). In each attempt the player stands with both feet on the line, tosses the ball two or three feet into the air, and as it comes down he bats or passes it into the air with both hands so it will drop into the basket. Each successful attempt scores from one to three points, depending upon the position; a ball hitting the rim of the goal but not going through it scores one-half.

- *Passing.* For this event a line about ten feet long is marked on a smooth vertical wall, parallel with and three feet above the floor; a second line is marked eight feet above the floor (or five feet above the first line). A third line is marked on the floor four feet away from the wall, and parallel to it.

The player stands with both feet behind the line on the floor, faces the wall, throws a volley ball against the wall and then using one or both hands bats or passes the ball continuously against the wall, if possible 100 times. His feet must be behind the four-foot line at all times and in order to count the ball must hit the wall on or between the two lines. A ball



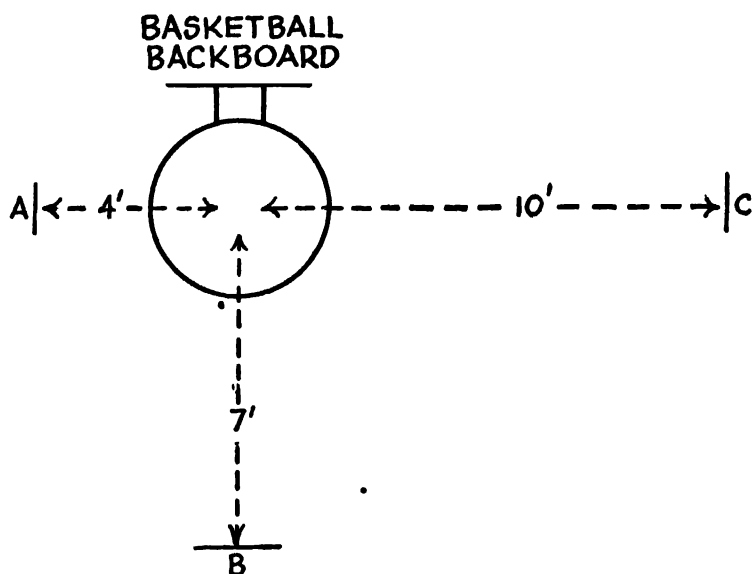


FIGURE 12. DIAGRAM OF VOLLEY BALL SET-UP

hitting outside this zone is simply not counted, but there is no penalty. If a player gets off to a poor start and thinks he can make more continuous passes with a second trial, he may have it, but ten points are deducted from his score.

*Recovery from Net.* In this event which is designed to develop alertness and skill the player stands eight feet from the net, behind a line marked on the floor. He throws the ball into the net, dashes forward turning one side of his body toward the net, bats the ball into the air so it goes higher than the net, stays on the player's side of the net and lands on the floor between the net and the eight-foot line. Ten trials are made with the player's right side toward the net; ten with his left.

*Vertical Jump.* This event determines the player's ability to jump into the air. He stands with one side toward a wall, heels together and on the floor and with a piece of chalk one inch long in his hand nearest the wall reaches up as high as possible and makes a mark on the wall. He then jumps as high as possible and makes another mark on the wall as high as possible. The number of inches between the two marks is



the height jumped. Three to five trials are given and the best record is counted.

The sixth part of the national test consists of a number of questions designed to determine the individual's knowledge of volley ball rules and information about the game. See the Guide for a detailed description of these tests and official scoring tables and forms.

### A VARIETY PROGRAM

Meets consisting of events related to game skills usually are planned around a single type of game such as baseball or volley ball, but occasionally competitions are arranged which include a variety of game skills. A Junior Games contest held in Chester, Pennsylvania, designed to develop fundamental skills and to promote physical fitness among the boys of the county, is typical of such a meet. The events were:

1. Basketball Goal Throw, from free throw line
2. Run Around Bases for Time (45' between bases)
3. Baseball Target Throw for Accuracy (target 24" in diameter)
4. Football Passing for Distance
5. Ranger Course—eight obstacles—75- to 100-yard course
6. Baseball Throw for Distance
7. Standing Broad Jump
8. Running High Jump

Boys ten to sixteen years of age were grouped for competition into four classes based on a combination of age and height. A detailed scoring chart indicating the number of points to be awarded for varying records in each event was prepared for each of the four classifications. Contestants were urged to practice regularly throughout the summer in preparation for the games, which were held at the end of the playground season, and to keep records of their scores in practice contests. Each entry took part in all the events and the boys having the highest total score in each class received appropriate awards. A contest of this type encourages the development of proficiency in a variety of events rather than specialization in one or two activities, and the final competitions afford a culmination to the summer or seasonal program.



## CHAPTER XVI

### *Selected Program Features ~*

The diversity of community sports activities and the variety of methods used to conduct them have been pointed out in the preceding chapters which, however, contain detailed descriptions of relatively few types of sport. In this final chapter are presented brief accounts of a number of selected activities, that illustrate widely different types of sport and successful methods of conducting them. The purpose of this chapter is to indicate to local sports authorities program features that have proved popular elsewhere and that might merit a place in their own program. Many of them, like the wheel races or contests and the slow ball leagues can be conducted in any community; others like fishing and rifle or pistol clubs require special facilities. Some, like the knot hole clubs and the women's hiking groups, are primarily examples of group organization. Rover's archery illustrates an adaptation of a popular sport: indoor horseshoes, the transfer into a building of an activity usually carried on out of doors. Boxing is included because of the popularity and controversial nature of the sport.

A study of the activities described here should point out the wide range of possibilities for developing a community recreation program. It is hoped, too, it will also stimulate the imagination of sports authorities to the end that they may be more resourceful in creating opportunities for people to enjoy a program of challenging, progressive activities.



## FISHING AND RELATED SPORTS

Fishing can perhaps claim more participants than any other form of sport and it is engaged in by people who represent a wide cross section of the entire community. This popular sport is commonly associated with distant lakes, streams or salt-water areas, but a number of communities provide opportunities for fishing close at hand.

*A City Program*

Duluth, Minnesota, is a city that has used and developed its resources for the encouragement of fishing as a sport. Fly casting classes have been conducted for years in the city's schools as an extra-curricular activity, and angling is now possible within a mile's walking distance of virtually every home in the city. Ten streams and three good-sized ponds are stocked with wary trout, and three bass ponds and one perch pond further supplement Lake Superior with its "deep-sea" fishing. As many as 15,000 fish, mostly rainbow and speckled trout, have been planted in these waters in a single year by local groups. The stocking of Duluth's water areas and the development of the municipal fish propagation program have resulted from the co-operative effort of city officials and conservation clubs. The superintendent of a state hatchery has supervised the supply and planting operation, and the Duluth Conservation Club has assisted in stream improvement and in clearing the way for the establishment of rearing ponds. "Neighborhood fishing, with double plays from rearing pond to streams to skillets"<sup>1</sup> is bringing delight to anglers of all ages. A guide map, printed and distributed widely by the Park Department, shows the location of stocked waters.

*Children's Activities*

Fishing programs for children have met with an enthusiastic response and have proved especially valuable when they in-

<sup>1</sup>L. V. Gustafson, "Design for Fishing," *Recreation*, August, 1944, p. 235.



cluded instruction in the fine points of the sport and in sportsmanship. Park lakes are frequently stocked and opened for fishing by children under the fishing license age one or more afternoons per week during the fishing season. Children are usually required to register and in some cases they are given a conspicuous badge which is to be worn while they are fishing. The Izaak Walton League has extended cooperation in many children's fishing programs throughout the country.

In Barre, Vermont, a two-mile stream, nowhere deep enough to be dangerous to children, has been set aside exclusively as a fisherman's paradise for children under sixteen.<sup>2</sup> The local Fish and Game Club secured permission to post the stream and the State Fish and Game Service provided the fish, which included a few "whoppers" to whet the appetite of the anglers. Junior wardens are effective in preventing older sportsmen from using the stream, and junior violators of the four-fish limit have been few in number. An annual fishing contest, lasting from 9:00 A.M. to 3:00 P.M. and attracting more than 100 entrants, has proved enjoyable for both children and parents. At the close of the contest the fish are weighed and measured to determine the new city champion; special credit is given for trout taken on the fly. The night before the contest a program is presented, with movies of previous contests and other outing films, exhibitions of fly and bait casting and talks on angling and conservation.

### *Casting Clubs*

The year-round enthusiasm of the genuine fisherman for his sport and his feeling of kinship with other anglers motivate the organization of fishing clubs that help make life endurable for him during the months when he is unable to fish. Many recreation departments have taken the initiative in bringing together the followers of Izaak Walton and in sponsoring a club for them. The Casting Club in Evanston, Illinois, a typical example of such a group, holds monthly meetings and issues a monthly bulletin. Its program,\* worked out on the trial and error basis, includes tournament bait and fly casting, instruction in bait and fly casting, interclub tournament competition, a class in fly

\*See "Gunner Brook," by P. G. Angwin, *Recreation*, August, 1946, p. 246.



tying, fishing and outdoor movies, talks and demonstrations by professional experts, conservation projects, group fishing trips, rod building and social meetings. Modest dues permit the club to be virtually self-sustaining, although an employee of the Recreation Bureau serves as secretary and performs various services for the club.

### *Casting Events*

Primarily an outdoor activity requiring a pool, pond or lawn area, casting can also be conducted successfully indoors in the gymnasium. The events recognized by the National Association of Angling and Casting Clubs are:

<u>Official</u>	<u>Ladies</u>
Wet Fly Accuracy	Wet Fly Accuracy
Dry Fly Accuracy	Dry Fly Accuracy
Distance Fly	Accuracy Bait— $\frac{3}{8}$ oz.
Salmon Fly	Accuracy Bait— $\frac{5}{8}$ oz.
Accuracy Bait— $\frac{3}{8}$ oz.	
Accuracy Bait— $\frac{5}{8}$ oz.	
Distance Bait— $\frac{3}{8}$ oz.	
Distance Bait— $\frac{5}{8}$ oz.	
<u>Junior</u>	<u>Special</u>
Wet Fly Accuracy	Skish Fly
Dry Fly Accuracy	Skish Bait
Accuracy Bait— $\frac{3}{8}$ oz.	
Accuracy Bait— $\frac{5}{8}$ oz.	

At official meets, five members from the same club constitute a club team, and the aggregate score of the five casters is the score for the team. In local tournaments, however, competition is commonly on an individual basis, with awards for each event and for the best all-around caster.

### **BOXING**

The question of whether or not to include boxing in the community sports program is a highly controversial issue. The physical hazards associated with boxing have caused the sport to be condemned by many medical and physical education au-



thorities, and the social and emotional conditions that often tend to surround the sport have further contributed to the bad reputation it has acquired in many communities. Recreation agencies are frequently subjected to great pressure to include boxing in their program, however, and increasingly they are providing leadership and facilities for conducting the sport.

### *The Problem*

The reasons why some recreation departments do not conduct boxing are perhaps fairly summarized by an executive of long experience, who expressed the opinion that no public recreation activity takes more organization, supervision and constant checking. He believes that the same effort, time, funds and energy can be diverted elsewhere to greater advantage until greater funds and resources are available to handle boxing on a desirable standard. Other departments omit boxing because they agree with the Society of State Directors of Physical and Health Education, which in a resolution disapproving interscholastic boxing, passed in 1938, stated that the "activity on such a highly competitive basis is known to be potentially dangerous to the welfare of the boys participating." In 1948 the Joint Committee on Health Problems in Education of the National Education Association and the American Medical Association expressed the opinion that boxing, as frequently conducted, is an extremely hazardous activity. After pointing out several types of serious injuries that can be caused by boxing, the committee recommended that schools should not permit or conduct interscholastic boxing contests.

Reports indicate that, in spite of the opinion of the authorities quoted, the number of recreation departments conducting boxing classes and contests is increasing. There is no denying the fact that interest in boxing is keen in many cities and that large numbers of boys and young men desire to participate in the sport. Some recreation leaders therefore believe that it is better to promote boxing themselves under wholesome conditions than to leave the sport in the hands of commercial interests and fight promoters. They contend that with proper supervision of the boxers the possibility of injury is reduced to a minimum.



No recreation department should promote the sport unless it is prepared to supervise it in a manner that affords maximum protection to the participants. It must minimize the possibility of injury, assure wholesome conditions of competition and avoid the exploitation of the boxers. The younger the boys, the greater is the danger and the stricter should be the supervision of the sport. Where a boxing program is carried on regulations need to be adopted covering such factors as the qualifications of the instructor, ages of participants, medical examinations, parental consent, type of equipment, number and length of rounds and bouts, eligibility requirements and public matches or exhibitions. In states where state legislation governing boxing exists, local regulations must avoid conflict with it.

Two basic principles are suggested to recreation departments that decide to include boxing in their program:

1. The activity, like the other parts of the program, should be conducted as a form of recreation in which the participants take part because of the enjoyment they gain from doing so.

2. Provision should be made to insure the welfare of the participants and to afford them every reasonable protection against the physical and moral hazards frequently associated with the activity.

Typical rules governing boxing appear in the pages that follow.

### *Boxing in the Recreation Program*

The boxing program in some cities is restricted largely to scheduled classes, with little or no emphasis on matches or tournaments, although a show may be staged at the end of the instruction period. In other cities sets of boxing gloves are provided at centers with facilities for the sport, which can be used at the leader's discretion, but no formal classes are scheduled. Spectators at matches or exhibitions are frequently barred or limited, on the grounds that abuses are induced by permitting outsiders to be present. Instruction and competition receive equal emphasis in most boxing programs. The training of boxers for amateur or professional competition outside its program is not an appropriate function of the recreation department, however, and its staff should not be permitted to do so. Whether



the department is ever justified in cooperating with newspapers, stores, clubs or other agencies in the promotion of city-wide or intercity competition over which it has little or no control, is open to serious question. Professional boxing interests should be excluded completely from any part in or connection with the boxing program, and gambling should not be tolerated.

*Rules for Classes.* Milwaukee is a city where for many years boxing has been a feature of the indoor center program. The attempt to protect the interests and welfare of the boxers is evident from the following summary of some of the rules for boxing instructors in that city:

Each boy, on joining a social center boxing class must be enrolled, and his attendance kept by the instructor. Before attending a class he must file a card filled out and signed by his parents and his physician. No boy under sixteen years of age can be enrolled.

Spectators are not allowed in the boxing room except upon written permission of the Director of the Center.

Instructors are to follow a suggested program of varied activities and are cautioned to use judgment with beginners, not to permit overwork and to be careful in matching boys when they put on the gloves.

Instructors are not allowed to promote amateur matches, to urge or encourage any member of a class to compete in any boxing exhibition or to manage or second any boy in any bout, who has been a member of a social center class during the current season. No one is permitted to solicit members of a class, in the building, for amateur or professional exhibitions.

*Recommended Procedures.* The Joint Committee on Health Problems, referred to in a preceding paragraph, recommended that the following or similar safety precautions should be taken when boxing is conducted in public schools.<sup>3</sup> These might be applied equally to boxing as conducted by authorities responsible for a community sports program.

*Floor Equipment to Be Provided—*

1. One portable demountable boxing ring (a roped square sixteen feet by sixteen feet with padded posts, triple ropes)
2. One canvas covered felt mat—eighteen feet by eighteen feet by one inch

<sup>3</sup>From "Resolution on Boxing," *Health and Physical Education*, December, 1948, pp. 657-658.



3. One canvas or rubber cover—eighteen feet by eighteen feet by one-half inch

*Student Equipment to Be Provided—*

1. Soft, twelve-ounce gloves with wrist gauntlets (sufficient in number for class practice)
2. Padded head protectors with chin pad
3. Individual rubber teeth protectors
4. Aluminum or bakelite perineal supporters
5. No bandages of any kind shall be used on the hands

*Contest Conditions to be Observed—*

1. Bouts shall consist of not more than three rounds of two minutes each.
2. Rest periods shall be at least ninety seconds in duration.
3. Contestants shall not differ in weight more than six pounds.
4. Contestants shall not differ in age more than thirty months.
5. There shall be a referee and two judges for every bout. Their combined scores shall be decisive.
6. Each contestant shall be examined by a physician and certified to be physically fit for participation.
7. There shall be a qualified physician at every interscholastic contest whose decision shall take precedence over the referee's in determining the ability of a contestant to continue with safety after any injury or marked evidence of mismatching.
8. When a fall or knock-down occurs, the referee must halt the bout for at least eight seconds.
9. Judges shall award points equally for avoiding blows and for delivering blows (defense and attack).

*Tournament Regulations.* Amateur boxing matches or exhibitions under the auspices of public recreation departments in Wisconsin are subject to the sanction of the State Athletic Commission and are conducted under regulations adopted by the Wisconsin Recreation Association. Rule I, relating to eligibility for competition is as follows:

Sec. 1. Each contestant must be a member of a bona fide boxing class conducted by a public recreation department which is a member of the Wisconsin Recreation Association.

Sec. 2. Each contestant must file a certificate of good physical condition from his family physician with the Department of Recreation, at the time of joining the boxing class.

Sec. 3. Each contestant must file a parents' permission card with



the Department of Recreation at the time of joining the boxing class.

Sec. 4. Each contestant must be 16 years of age or over.

Sec. 5. Each contestant must file with the Department of Recreation an injury waiver blank signed by himself and his parents or guardian before competing.

Sec. 6. Each contestant must have had not less than ten lessons in a boxing class conducted by the Department of Municipal Recreation before competing.

Sec. 7. No contestant shall have competed professionally or have competed in more than three bouts under the auspices of any club or organization. Bouts conducted under the auspices of a recreation department are excepted.

A few sections from other rules are:

All contests must be limited to three rounds. A round shall be of two minutes duration, with an intermission of one and one-half minutes between rounds.

Each contestant must be examined prior to entering the ring by a physician who has been licensed to practice in Wisconsin, and that physician shall certify in writing over his signature as to the contestant's physical condition to engage in such a contest.

A contestant knocked down shall be compelled to take a count of nine, even though he may gain his feet at an earlier count.

It is clear that in Wisconsin the regulations are designed to provide maximum protection to the participants in boxing tournaments sponsored by local recreation authorities.

### KITE TOURNAMENTS

The building and flying of kites is a sport that is popular around the world. Although in America it is primarily a children's activity, in some countries it is also a favorite game for adults. The skill of the Chinese in making and flying kites is well known and in Siam kite contests are held in which grown-ups flying large star-shaped kites attempt to cut down small kites sent up on the opposite side of a bamboo-pole barrier across the flying field.<sup>4</sup> Remarkable skill in manipulating kites in the air is developed by enthusiasts in this sport.

A distinctive feature of most kite tournaments is that the

<sup>4</sup>See W. Robert Moore, "Scintillating Siam," *National Geographic Magazine*, February, 1947.



kites entered must have been made by the contestants. Entries are usually classified according to the type of kite, such as kites having a tail, box or tailless kites, and novelty types. The agency conducting the meet sometimes furnishes string in measured balls, to eliminate the necessity of measuring the contestants' string at the meet. A kite hospital with material for minor repairs, set up on the flying field, is a desirable provision at kite tournaments. Each contestant is usually allowed one assistant to help in manipulating the kite.

The following regulations for typical kite tournament events, issued by the Recreation Department of Kansas City, Missouri, will be found useful by local recreation authorities in planning kite contests.

*Highest Flyer (Bow Kite).* In this event kites shall be started on signal, run out to end of string and worked up to highest possible altitude. At end of five minutes a second signal shall be given and contestants shall return to starting line. Judges shall order kites at lower elevation to be brought down so that they may by a process of elimination determine the three kites flying at the highest elevation.

*Highest Flyer (Box Kite).* (Same procedure as in Event 1).

*100-Yard Dash (Any Style Kite).* A ball of string which has been measured shall be given to each contestant. Kites shall start on signal, shall be run out to end of string and wound back (on reel or other device) to hand of flyer. Assistant may stand under kite in order to catch it when it falls to the ground. The contestant who shall first complete event and return to starting line shall be declared winner.

*Strongest Puller (No Box Kites).* Kites shall be run out to end of measured string. Spring scales shall be used and the pull measured for two minutes. The first three places shall be given to the kites measuring the strongest pull in this length of time. Contestants shall return to the starting line to be judged.

*Kite Antics (Any Style Kite).* Kites shall be judged on novelty of performance in the air—diving, tumbling, etc. Odd-



shaped and grotesque kites shall be considered. Contestants shall return to the starting line to be judged.

*Making a Tailless Kite* (Box Kite). All materials (paper, sticks, etc.) shall be provided for contestants. Making shall include lashing (no tails), stringing, covering, etc. The kite must fly without a tail. Awards shall be given to the three kites which are first completed and flown by contestants. Contestants shall return to the starting line to be judged.

*Kite Battle.* On the first signal kites shall be run out to end of measured string. Any type of sawing or cutting device may be applied to the string provided it does not come nearer the kite than 25 feet and does not cover more than 50 feet of the string. Judges shall inspect cutting devices before the event begins. On the second signal the battle shall begin. Contestants may move anywhere within the prescribed flying field in attempting to cut down the string of their opponent's kites. Any strategy except physical interference on the part of the contestants or catching hold of opponent's string shall be allowed.

Kites coming to the ground, whether cut loose or entangled and brought down, shall be disqualified. On the other hand, kites which are fouled and brought to the ground unfairly may resume play.

*Prettiest Kite* in the air.

*Smallest Kite* that will fly at least 15 feet high.

*Arrangements for Flying Field*

*The field shall be marked with three lines as follows:*

- a. Boundary line back of which contestant shall not run in working his kite into the air
- b. Start and finish line (100 feet in front of boundary line) on which contestant shall stand at the start of the event and to which he shall return for judging at the conclusion of the event
- c. Assistant's line, (50 feet in front of the starting line) on which the assistant may hold kite and project it into the air at the start of the event



## MODEL AIRPLANE ACTIVITIES

The widespread interest of American youth in the building and flying of model airplanes was accelerated by the Second World War in which aircraft played such a prominent part. Developments in the making and flying of model planes, especially control-line models, are outstanding in several cities with airplane factories, but interest in the sport is by no means limited to such localities. Recreation departments are promoting this rapidly growing form of sport, and in several cities they have set aside special areas for the flying of control-line planes.

The promotion of model aircraft in Akron, Ohio, has followed a fairly typical pattern. Participants in the program have been organized as Model Air Cadets, under the sponsorship of the local school and recreation authorities, a city newspaper and a business men's group. During the winter months model airplane building classes are conducted in school and park recreation centers, with competent instructors, supplies and materials furnished by the recreation department. Every week during the outdoor season a model flying contest is held, with events for varying types of models and with the contests held in different parts of the city, as a means of arousing interest in the sport. The department furnishes the labor and materials for conditioning the field, including the preparation of the control circle.

The events included in model plane contests vary. At a Model Airplane Derby in Glendale, California, they included speed races in six classes, precision flying, scale model flights and individual and team stunts. Planes received an appearance rating, with points allotted for design, finish and workmanship. In precision flying events, points were awarded for the take-off, level flying, climb, dive, wing-over, loops, inverted flight, outside loop, vertical figure eight, horizontal figure eight, special maneuvers, landing and flight pattern. In the team stunts two or more planes were required to fly simultaneously in the same circle. A pivot-disc pylon was provided for model planes attempting to make records in the speed racing events. A meet of this type requires highly competent officials and detailed, specific rules and regulations relating to the planes, the contestants and the conduct of the events.



**KNOT-HOLE CLUBS**

Boys' interest in baseball is fostered in some cities through the organization of the knot-hole clubs, the members of which attend professional league ball games from time to time. Membership is composed primarily of boys who play on playground teams, but it is sometimes open to members of other boys' organizations. The recreation authorities arrange with the management of professional baseball teams to permit the members of the knot-hole clubs to attend games at specified times, either free or on payment of a nominal admission fee. The ages of club members vary, but nine is usually the minimum, and from twelve to sixteen years, the maximum. Non-transferable membership cards are issued, which entitle the members to admission at the ball park on the specified dates only. Since club activities involve travel to and from a ball park, it is customary to require parents to sign a form granting their son permission to enroll as a member of the local knot-hole organization. An agreement was reached with the league authorities in one city whereby members of the knot-hole clubs retrieved balls "lost" during league games at the local ball park and turned them over to the recreation department for use by boys' baseball teams.

Knot-hole clubs also serve as a means of promoting sportsmanship, and members are required to agree to certain rules of conduct, which are commonly printed on the back of the membership card. The following used in Santa Barbara, California, are typical:

In becoming a member of the Santa Barbara Knot-Hole Club and in accepting this ticket to the specified games of the Dodgers, I agree that—

1. I will not at any time miss school to attend a game.
2. I will not attend any game against the wishes of my parents or superior.
3. I will uphold the principles of clean speech, clean sports and clean habits, and will join the rest of the boys against profane language.
4. I will not give this card or lend it to another boy.
5. I will not abuse the privileges extended me as a member of this club.

I understand that by breaking any of these agreements I will lose my membership in the Santa Barbara Knot-Hole Club.



## <sup>1</sup> WHEEL RACES AND CONTESTS

Wheel toys—roller skates, scooters, pushmobiles, wagons and bicycles—are perennially popular means of locomotion for children of various ages and they lend themselves to a variety of contests. Many of these events require a paved surface, which should be large enough to prevent congestion and thus minimize the danger of collisions and accidents. If it is necessary to use a street, arrangements must be made to have it roped off and closed to traffic while the activities are in progress. The value of some of these events and the participants' interest in them are due in part to the fact that the equipment is made by the boys and girls. In recognition of this a parade of inspection is a feature at some events, with awards for workmanship, originality or attractive appearance.

### *Scooter Events*

Here are a few events for scooters, which are the joy of young children:

*Standing Scooter Race.* The contestants line up on the starting line, each with his scooter. Contestant places one foot on the scooter, and at the signal propels himself by pushing with the other foot. In the same race straightway distances of 25 to 200 yards may be used, depending upon the age of the contestants.

*Scooter Coast for Distance.* This event is started like the scooter race, but the course is shorter. On reaching the finish line, each contestant must have both feet on his scooter; no motion of the legs, arms or body is permitted after he passes it. The player making the longest coast wins.

*Zigzag Scooter Race.* A block of wood or a box is placed every 10 yards for a distance of 100 yards in the lane of each contestant. The contestant zigzags down the course, to the right of one box, to the left of the next, and so on. On reaching the last box, he circles it and zigzags back to the starting line. The first one completing the course is the winner. (Each lane must be sufficiently wide to avoid collisions.)



### *Coaster Derby*

The making and racing of coasters and wagons of various sorts are popular annual events in many cities. Rules often cover such factors as the ages of the contestants, size of wheels, and the part contestants must have in constructing the coaster as well as the conduct of the individual events.<sup>5</sup> Typical activities are:

*Coasting Derby.* After a push of specified length, the coaster must proceed under his own momentum over the course, which is usually on a slope, to the finish line.

*Cross-Country Race.* In this event each contestant is allowed a pusher who, either with hands or use of a pole, pushes the coaster around the course, which may consist of one complete city block.

*Obstacle Race.* In this event the driver assisted by a mechanic proceeds over the course to the finishing line as quickly as he can, having overcome the following obstacles:

- (1) Lifted the coaster over a net stretched across the course.
- (2) Interchanged the two wheels on the rear axle.

The driver and mechanic change seats for the last half of the race. (A fairly level course is desirable for this race and for the Cross-Country Event.)

### *Bicycle Contests*

Safety in bicycling depends in part upon the rider's ability to maneuver his bicycle under varying conditions. As an incentive to the development of bicycle skills, many recreation departments have conducted bicycle contests, which test the participant's skill in controlling his bike. Instruction and practice periods preparatory to the contest are desirable. Bicycle Day programs commonly include both team and individual events, such as the following used in a Bicycle Rodeo in Ocean City, New Jersey.<sup>6</sup>

<sup>5</sup>For a detailed account of a coaster derby, see "Derby Day in Burbank," *Recreation*, March, 1946, p. 636.

<sup>6</sup>Lorne C. Rickert, "A Bicycle Rodeo," *Recreation*, October, 1941, pp. 446-448.



*Team Potato Relay.* Each team lines up in relay formation with a potato for each team member placed at the far end of the field. On the signal to start the first rider on each team rides to the end of the field, picks up his potato and returns to the starting line; the second rider then does likewise, and so on. The first team to carry its potatoes back one at a time and place them in its box, wins.

*Slow Race.* About thirty yards is a good distance for this event, with five-foot lanes marked out for each contestant. The purpose of the race is to see which rider can take the longest time to cover the distance. The lanes are important to keep the contestants from interfering with one another and to prevent undue curving, which increases the distance. Any contestant touching a line or putting his foot to the ground is disqualified. The last rider to cross the line wins.

*Steeplechase.* Six hazards are arranged along the course, which is a little over a quarter mile long. Each hazard is numbered, and appropriate signs are placed along the way. The ground should be quite rough, as this adds a broncho touch; it also cuts down the contestants' speed and thus makes for greater safety. Stakes and ropes are placed along both sides of each hazard to make sure every rider goes through the designated area. No racing or small tire bikes are permitted in the Steeplechase. The following hazards are used:

*Low Bridge*—Two uprights about four feet apart, with evergreen branches placed so low that riders must duck to get through. Sign—"Low Bridge Ahead."

*Balloon Barrage*—Two rows of balloons about three feet above the ground are tied to ropes about eighteen or twenty feet long, suspended so that considerable skill is required to go between the rows without breaking the balloons.

*Breakers*—A roped-off area with a maze of rocks placed in such a way that the rider must wind his way through. Sign—"Breakers Ahead."

*Hurdle*—A ramp about four feet high. Make sure the up and down grades are not too steep, or the pedals will fail to clear the hump. Place a strong wooden rail along the sides of the



ramp for safety. The approach should be over a roped-off path about four feet wide. This will result in a straight course to the hurdle, making it less difficult for the rider to "take" it safely. If the course is laid out in such a way that a turn must be made just before the rider enters the approach, his speed will be reduced to the desired rate.

**Sand Trap**—This should be placed just beyond the hurdle, with a sign, "Sand Trap" near by. There should be enough loose sand there to make it possible, but difficult, to get through without dismounting.

**Bushwhacker**—Place two rows of bushes about fifteen feet long, four or five feet apart, with the branches interlacing. A concealed garden hose with a spray nozzle is placed in the bushes and the rider is given a mild ducking as a parting shot.

**To the Finish Line**—The course from the last hazard to the finish line is a loose cinder track where traction is poor and little speed is possible.

Other bicycle events are:

**Plank Ride.** Planks about four inches wide are laid end to end on the ground continuously for some distance. Riders attempt to complete the plank course without riding off onto the ground. (This event can be run by marking parallel lines on the ground or pavement.)

**Candle Race.** Each entry rides 100 yards with a lighted candle in his hand; the first rider to finish with his candle lit wins.

**Paper Throwing Contest.** Three to five barrels or boxes are placed in a row twenty-five feet apart, each a few feet from a line which marks the rider's course. Each contestant is given twice as many rolled newspapers as there are barrels. He starts twenty-five feet from the first barrel, and without getting off his bicycle attempts to throw a paper into each barrel as he passes it. At the end of the line he turns around and returns, throwing the rest of the papers in the barrels as he passes them.

**Circle Ride.** This tests the rider's ability to keep his bike under control while riding in circles. Three concentric circles are painted on the ground: one, twenty five feet in diameter, the next, twenty-two, and the inner circle, eighteen feet in di-



ameter. There is a staggered break in each circle, three feet long. The rider enters the outer circle, makes a complete ride around it and enters the next without stopping or allowing his tire to touch any of the lines. When he reaches the inner circle he rides around it, then out again and continues reversing his course until he rides out of the outer circle.

*Obstacle Race.* Ten obstacles are placed in each of two rows for this event. (Paper ice cream cartons make good obstacles, or one-foot circles marked on the ground.) The rows are eight feet apart, and the obstacles are placed five to eight feet apart in the rows. The rider makes a zig-zag round-trip ride along the rows of obstacles, trying not to knock any over.

*Coast for Distance.* The rider is permitted to pedal his bicycle to a designated line and he then coasts for distance, which is measured from the line to the stopping point.

In scoring contests of this type, first, second and third places may be won by the persons turning in the best time or distance, or a certain number of points may be granted to place winners in each event, with specified deductions for infractions of the rules.

### *Roller Skating Carnival*

The programs of the annual roller skating carnivals held under the auspices of the Berkeley, California, Recreation Department include many popular roller skating events. The features at one of these carnivals were as follows:

#### 1. Parade of Entrants

#### 2. Events

##### A. Boys

##### Class (a)—under 85 pounds

100-yard dash  
Coast for distance  
Tandem race  
Tire race  
100-yard relay (4 boys)  
One-skate race  
Potato race

##### B. Girls

##### Under 10 years

50-yard dash  
Coast for distance  
Single skate  
Partners' race



<u>Class (b)—under 100 pounds</u>	<u>10 years through twelve</u>
200-yard dash	75-yard dash
Coast for distance	Coast for distance
Tandem race	100-yard relay (4 girls)
Tire race	Partners' race
200-yard relay (4 boys)	<u>Over 13 years</u>
Potato race	75-yard dash
<u>Class (c)—100 to 115 pounds</u>	Backwards race
200-yard dash	Partners' race
Through-a-tire race	
Relay (4 boys)	
<u>Class (d)—unlimited</u>	
200-yard dash	
Relay (4 boys)	

### 3. Exhibition Skating—boys and girls of all ages

### 4. Skate Coasters and Scooters

#### *Skate Coasters*

Boys—65 pounds and under	50-yard dash
Under 85 pounds	100-yard dash
Under 100 pounds	150-yard handkerchief pick-up

#### *Scooters*

Boys—65 pounds and under	50-yard dash
Under 85 pounds	100-yard dash
Under 100 pounds	150-yard handkerchief pick-up

Coast for distance—both scooters and skate coasters—All classifications under 100 pounds.

### 5. Hockey Game—seven-minute halves.

In the coasting events for distance, a 50-foot run was allowed in which to gain momentum. Only standard steel skates were permitted in the races.

### *An "All-Wheels" Meet*

An "all-wheels" meet in which many types of wheel toys are entered is interesting to spectators and usually attracts a great variety of entries. A successful meet of this type was conducted at each of its playgrounds by the Elizabeth, New Jersey, Recreation Commission, with the following events:



**1. Grand Parade**

During the parade, the judges will select the following:

- (a) The most colorful vehicle
- (b) The best decorated vehicle
- 2. Tricycle Race—Half block      Pre-school. Under 6 years
- 3. Coaster Wagon Race—half block      Under 10 years.
- 4. Bicycle Race—one block      Under 10 years.
- 5. Roller Skate Race—one block      Under 10 years.
- 6. Tire Rolling Race—one block      Under 12 years.
- 7. Roller Skate Race—one block      Under 12 years.
- 8. Hoop Rolling Race—one block      Under 16 years.
- 9. Tire Rolling Race—one block      Under 16 years.
- 10. Automobile Race—half block      Under 6 years.
- 11. Roller Skate Race—one block      Under 14 years.
- 12. Scooter Race—half block      Under 14 years.
- 13. Bicycle Race— $\frac{1}{4}$  mile      Under 12 years.
- 14. Hoop Rolling Race—one block      Under 12 years.
- 15. Bicycle Relay Race—4 to team      Under 16 years.

**HORSEBACK RIDING**

Thanks to the services of park and recreation departments the cost of horseback riding is no longer prohibitive in several communities. The Union County, New Jersey, Park Commission, for example, owns and operates a riding stable accommodating fifty horses and conducts a rich and varied program for riders. The stable is located in the 2000-acre Watchung Reservation which has more than twenty-two miles of well-kept bridle paths. At the stable is a lighted riding ring; nearby is an excellent jumping course, and in the stable is an attractive club room. Horses owned by the Commission are hired out and individual instruction in riding is offered at reasonable rates. Organized classes of eight or more riders are given free instruction, and classes from public and private schools have used the stable for their headquarters.

The sport has been promoted through the organization of several groups such as a Girls' Troop, Boys' Troop, Junior Troop and Advanced Troop. The Watchung Riding and Driving Club sponsors a varied program, the highlight of which is the annual horse show that attracts several hundred entries and thousands of spectators and that includes horsemanship events,



jumping and mounted games. Moonlight rides, rides and breakfast, paper chases, endurance rides, gymkhanas and social events give variety to the program. During the late spring and summer the stable is open several evenings each week for persons employed during the day. Large bobsleds and double and single cutters for winter parties and a large wagon for hay rides are available at the stable.

#### RIFLE AND PISTOL CLUBS

Clubs of this type have been sponsored for years by several recreation departments, and in view of the great impetus which the Second World War gave to interest in the use of firearms, they are certain to increase in numbers and popularity. The Rifle and Pistol Shooters Club in St. Paul, Minnesota, formally organized in 1929, is an unusually successful organization, with both senior and junior members. Matches and practice shooting take place at an indoor range several evenings a week and outdoor shooting, at the Fort Snelling Range on week ends. Rifle marksmanship classes have been conducted, and boys and girls fifteen years and over, with 22 caliber rifles, have received free instruction in marksmanship, the care of arms and safety in handling them. Cooperation has been extended to Boy Scouts in preparing them for their merit badge tests and a High School Rifle League has been formed. Competitive events include shoulder-to-shoulder rifle and pistol matches, and an annual banquet is among the social features of the club's program. All rifle, pistol and revolver competitions are governed by the rules laid down by the National Rifle Association, with which the club is affiliated.

#### SLOW BALL LEAGUES

The organization of softball leagues for older men who play under modified rules is an example of how adaptations in sport can be made to meet the needs of special age groups and to temper the competitive spirit in the interest of fun. Various called "fumble," "not-do-good," slow ball, slow pitching or "old-timers" leagues, they give a chance to play to the many men who are not young enough or skillful enough to cope with the



fast pitching and the lively ball used in the regular leagues. These fumble leagues have attracted large numbers of middle-aged "veterans," and because strikeouts are few, spectators enjoy watching the games. Hits, runs and errors are numerous.

In the fumble leagues a minimum age limit is generally set, a slow pitch is required, and either a 14-inch or an outseam 12-inch ball is used, which is much less lively than the regulation ball and makes the use of gloves unnecessary. An atmosphere of sociability generally prevails, in part because rules are more flexible than in other leagues. Team rosters are not strictly limited, but no one playing in an organized softball league is eligible to play in a fumble league. Variations in play are common; for example, if each team has a dozen men on hand, they may all be allowed to play, or if the game is going too fast, the team may agree to have four outs instead of three or to play several extra innings. Though fun rather than winning is stressed, batting and fielding averages are watched with keen interest and a trophy is usually awarded the winning team. Because volunteer umpires are generally used and a ball lasts several games, the expenses of running this type of league are relatively small.

#### ROVERS' ARCHERY

A rovers' archery course, constructed by the boys in a club at one of Milwaukee's recreation centers, was a project involving both crafts and sports skills. The boys had become adept at making their own bows and arrows and at target shooting and wanted a more challenging activity; hence the rovers' archery course. Targets made of six thicknesses of corrugated cardboard, sewed or wired together, were cut out to represent game birds and animals and were painted with water colors to give them a lifelike appearance. The targets were then mounted on two or more stakes, which were driven at least a foot into the ground, in positions on the course.

In one type of course the targets were erected in a semicircle, preferably with a semicircular hill in the background to stop arrows in flight, the distances to the targets varying from fifteen to forty yards. On a properly laid out course, individuals shooting at one target do not need to wait for people shooting



at an adjacent target to complete their rounds before picking up their arrows. The targets may also be set out in a large circle similar to a clock golf course, in which case shooters advance from one target to another, the range changing from target to target. Much ingenuity can be displayed in the placement of the targets. A rovers' course provides an incentive for the development of skill in archery and in addition can serve as a means of teaching valuable lessons in conservation.<sup>7</sup>

#### GOLF FOR WOMEN

Minneapolis is one of the cities where women's clubs have been organized at the municipal courses, with membership open to any local woman golfer upon payment of the annual club fee of one dollar. The season starts in the spring with an organization meeting and luncheon or supper in the golf clubhouse, following the first period of play. Some clubs meet weekly for morning play; others tee off from 4:30 to 6:00 P. M. The seasonal schedule includes such events as Chance Blind Bogey, Putt-around Contest, Bingo Bango Bungo, Bridge Golf, Lucky Number and Putter Plus contests. Club teams of eight members each are formed for match play, and a series of tournaments is set up in which the teams participate. The clubs have proved an effective means of promoting the game among women and have resulted in greater interest on their part in tournament play.

#### INDOOR HORSESHOES

The arrival of winter causes ringers to be abandoned until spring in most cities, but not in White Plains, New York, where horseshoe pitching is a year-round sport. Three regulation courts have been installed in a small gymnasium in a former high school building now used for municipal purposes. Readily accessible from the Police Headquarters and Fire Department, the courts are the center of keen rivalry between policemen and firemen who play before and after tours of duty, and they also serve as a nucleus for many social activities. "Clubs have been formed, forums started, coed parties conducted, and picnics and

<sup>7</sup>For more detailed information, including a formula for scoring, see Richard G. Breeden, "A Rovers' Archery Course in Milwaukee," *Recreation*, May, 1939, p. 69.



fishing trips planned for the spring and summer. Family contests are arranged, with handicap lines painted on the floor to guide the younger pitchers."<sup>8</sup> Children as well as adults use the courts, and school and class clubs function during the winter months. The provision of the indoor courts has contributed to greater interest and also to better play. For example, one winner of the city junior championship, both indoors and outdoors, proceeded to win the state title.

### A WOMEN'S HIKING CLUB

The Sails and Trails Club sponsored by the Seattle, Washington, Park Department is a successful outing group of women over eighteen years of age. Started in 1929 with a week-end outing at the city's playground camp, the club has become a successful, self-sustaining organization. It was called "Sails" for the boats on which they might travel and "Trails" for the trails and roads over which they might hike. Representatives from each of the park field houses serve on the executive board with the department's director of girls' activities, and subcommittees are appointed for publicity, scouting, membership, memory book and photographs. Membership is informal and expenses low.

Trips are planned for each month and a calendar of activities is printed twice a year. Ferries, busses and streetcars carry the members to starting points for hikes to the beaches, trails and mountains that make the region around Seattle a paradise for walkers. Winter snow trips to the municipal mountain ski course have been most popular. A Rhododendron Hike, Spring Hike to the Daffodil Festival and a tramp for Christmas greens are annual features. Because overnight hikes tend to limit the group, only two are scheduled each year. Speakers on nature lore, birds, geology, marine life or other related subjects accompany the club on some of the outings.

### A DECATHLON FOR ADULTS

Most people engage in only a few forms of sport, but some have a wide range of interests. A decathlon or pentathlon

<sup>8</sup>Carl E. Waite, "Horseshoe Pitchers Move Indoors," *Recreation*, December, 1943, p. 487.



appeals to individuals who enjoy a variety of sports, even though they may not be outstanding performers in any single event. It also serves as a means of stimulating participation in a wider range of sports. The Firestone Tire and Rubber Company of Akron, Ohio, which provides excellent recreation facilities and a diversified inter-departmental program for its workers, has conducted a decathlon for the men and women employees. The events were scheduled during one week in October, with two events on most days, and the facilities were free to contestants, who took part in all ten of the activities. The winner of first place for each event received one point; of second place, two points, and so on for all contestants. The man and the woman receiving the lowest total score for all events were the decathlon champions. The events were:

1. Golf—18 holes of medal play
2. Bowling—3 single games for total score
3. Basketball Foul Shooting—30 trials
4. Archery—30 arrows at 30 yards (Standard method of scoring)
5. Rifle shooting—from prone, kneeling, and standing position (Ten shots from each position)
6. Horseshoes—30 shoes—three points for each ringer; two points for shoes within six inches of the stake, and one point for other outside shoes
7. Standing Broad Jump—three tries; the best jump to count
8. Shot Put with Medicine Ball—three tries, the best throw to count
9. Softball Throw for Distance—three throws, the best throw to count
10. Swimming—60 yards

#### OTHER ACTIVITIES

There is no limit to the number and variety of special events that can be planned around the many activities in the field of sport. Archery and top spinning, bowling and lariat throwing, trapshooting and rope jumping are typical activities that lend themselves readily to contests and tournaments. The recreation worker who is resourceful and who utilizes the readily available



literature on sports can arrange special contests or devise test events that will contribute much to the development of skills and interest in almost any form of sport.

#### IN CONCLUSION

Throughout this volume much emphasis has been laid upon the mechanics of the sports program—organization, facilities, regulations and officials—and these are highly important to its success. Yet they are merely the means to an end. They are important only because they help make possible a program of activities which brings enjoyment and satisfaction to people and contributes to their development of body, mind and spirit. Activities are the materials with which the sports program is built, but the spirit in which they are carried on determines largely their value and significance. Leadership is the most important single factor in assuring a successful sports program. A capable leader with vision and a plan of action can accomplish much, even with limited facilities and resources, in promoting, guiding and directing a community sports program. When every village, town and city has strong, capable, devoted sports leadership, America will be well on its way toward its Golden Age of Sport.



## *National Organizations Concerned With Sports ~*

The following list includes (1) some of the national organizations interested in, promoting or controlling a varied sports program and (2) those sponsoring or controlling a specific form of sport.

### **I. General**

Amateur Athletic Union\* of U. S.  
233 Broadway  
New York 7, N. Y.

American Association for Health,  
Physical Education and  
Recreation  
1201—16th Street, N.W.  
Washington 6, D. C.

American Camping Association  
Suite 1802  
343 So. Dearborn Street  
Chicago 4, Ill.

American National Red Cross  
17th and E. Streets, N.W.  
Washington 13, D. C.

Americanism Commission  
American Legion  
777 No. Meridian Street  
Indianapolis, Ind.

Athletic Institute  
209 South State Street  
Chicago 4, Ill.

Boy Scouts of America  
2 Park Avenue  
New York 16, N. Y.

Boys Clubs of America  
381 Fourth Avenue  
New York 16, N. Y.

Girl Scouts  
155 East 44th Street  
New York 17, N. Y.

Industrial Recreation Association  
1 North La Salle Street  
Chicago 2, Ill.

National Collegiate Athletic  
Association  
Hotel Sherman  
Chicago, Ill.

National Federation of High School  
Athletic Associations  
7 South Dearborn Street  
Chicago, Ill.

National Recreation Association  
315 Fourth Avenue  
New York 10, N. Y.

Society of State Directors of Physical  
Education  
Simon A. McNeely, Secy.-Treas.  
State Department of Education  
Baton Rouge, La.

Veterans of Foreign Wars of the  
United States  
Broadway and 34th Street  
Kansas City 2, Mo.

Young Men's Christian Association  
347 Madison Avenue  
New York 17, N. Y.

Young Women's Christian  
Association  
600 Lexington Avenue  
New York 22, N. Y.



## II. Promoting or Controlling Specific Sports

### *Angling*

Izaak Walton League of America  
18th Floor, LaSalle Hotel  
Chicago, Ill.  
National Association of Angling  
and Casting Clubs  
7010A Tulane Avenue  
University City 5, Mo.

### *Archery*

National Archery Association  
of U. S.  
77 Franklin Street  
Boston 10, Mass.

### *Aviation*

National Aeronautic Association  
1025 Connecticut Avenue  
Washington 6, D. C.

### *Badminton*

American Badminton Association  
47 Colburn Road  
Wellesley Hills 82, Mass.

### *Baseball*

National Baseball Congress  
Box 2202  
Wichita 1, Kansas  
National Amateur Baseball  
Federation  
Room 8, City Hall  
Cleveland, Ohio

### *Basketball*

National Basketball Committee  
of the United States and Canada  
c/o Oswald Tower,  
Andover, Mass.

### *Bicycling*

Amateur Bicycle League of  
America, Inc.  
144 East 208th Street  
New York 67, N. Y.  
League of American Wheelmen  
224 N. Desplaines Street  
Chicago, Ill.

### *Boccie*

Boccie League of America  
322 North Cross Street  
Philadelphia, Pa.

### *Bowling*

American Bowling Congress  
2200 North Third Street  
Milwaukee 12, Wis.  
Women's International Bowling  
Congress  
85 East Gay South  
Columbus 15, Ohio

### *Boxing*

Amateur Athletic Union of U. S.  
233 Broadway  
New York 7, N. Y.

### *Canoeing*

George Ryan  
8-P Skyline Gardens  
North Arlington, N. J.

### *Fencing*

Amateur Fencers League of  
America  
Erwin S. Acel, Secretary  
15 Whitehall Street  
New York 28, N. Y.

### *Field Archery*

National Field Archery  
Association  
Box 388  
Redlands, Calif.

### *Field Hockey*

United States Field Hockey  
Association  
408 W. Cheltenham Avenue  
Philadelphia, Pa.

### *Football*

United States Football  
Association, Inc.  
320 Fifth Avenue  
New York 1, N. Y.  
Rules Committee  
National Collegiate Athletic  
Association  
W. R. Okeson, Lehigh University  
Bethlehem, Pa.



**Golf**

United States Golf Association  
73 East 57th Street  
New York 22, N. Y.

**Handball**

Amateur Athletic Union of U. S.  
233 Broadway  
New York 7, N. Y.

**Horseshoes**

National Horseshoe Pitchers'  
Association of America  
213 South Everett Avenue  
Monterey Park, Calif.

**Ice Hockey**

Amateur Hockey Association of  
the U. S.  
2336 Pacific Avenue  
Atlantic City, N. J.  
Rules Committee  
National Collegiate Athletic  
Association  
Louis F. Keller, Chairman  
University of Minnesota  
Minneapolis, Minn.

**Ice Skating**

Amateur Skating Union of  
the U. S.  
5353 North Kimball Avenue  
Chicago, Ill.

United States Figure Skating  
Association  
30 Huntington Avenue  
Boston, Mass.

**Lawn Bowling**

American Lawn Bowling  
Association  
375 West Preston Street  
Hartford, Conn.

**Motor Boating**

American Power Boat Association  
410 American Security Building  
Washington 5, D. C.

**Model Yachting**

Model Yacht Racing Association  
of America  
87 Quincy Street  
Medford, Mass.

**Paddle Tennis**

United States Paddle Tennis  
Association  
301 East 29th Street  
New York 16, N. Y.

**Polo**

U. S. Polo Association  
47 West 34th Street  
New York, N. Y.

**Pool and Billiards**

Billiard Association of America  
623 South Wabash Avenue  
Chicago, Ill.

**Roque**

American Roque League  
649 Belmont Street  
Wichita, Kan.

**Roller Skating**

Amateur Roller Skating  
Association of America  
120 West 42nd Street  
New York 18, N. Y.

**Rowing**

National Association of Amateur  
Oarsmen of America  
1728 Chestnut Street  
Philadelphia, Pa.

**Shooting**

National Rifle Association of  
America  
1600 Rhode Island Avenue, N.W.  
Washington 6, D. C.

**Shooting**

Amateur Trapshooting  
Association of America  
Vandalia, Ohio  
United States Revolver  
Association  
5 Oak Street  
Springfield 9, Mass.  
National Skeet Shooting  
Association  
275 Newbury Street  
Boston, Mass.



***Shuffleboard***

National Shuffleboard Association  
City Hall  
St. Petersburg, Fla.

***Skate Sailing***

Skate Sailing Association of  
America

***Skiing***

National Ski Association of  
America  
Broad Street  
Barre, Mass.

***Snowshoeing***

American Snowshoe Union  
198 Lisbon Street  
Lewiston, Me.

***Soccer***

Intercollegiate Soccer Football  
Association of America  
911 Real Estate Trust Building  
Philadelphia, Pa.  
National Collegiate Athletic  
Association  
Douglas Stewart  
1420 Walnut Street  
Philadelphia, Pa.

***Softball***

Amateur Softball Association  
M. J. Pauley, Executive Secretary  
c/o Municipal Pier  
St. Petersburg, Fla.

***Swimming***

Amateur Athletic Union of U. S.  
233 Broadway  
New York 7, N. Y.

**Rules Committee**

National Collegiate Athletic  
Association  
R. J. H. Kiphuth, Yale University  
New Haven, Conn.

***Squash Racquets***

United States Squash Racquets  
Association  
1870 Beacon Street  
Boston, Mass.

***Table Tennis***

United States Table Tennis  
Association  
547 Insurance Exchange Building  
Des Moines 7, Iowa

***Tennis***

United States Lawn Tennis  
Association  
120 Broadway  
New York 5, N. Y.

***Touch Football***

National Rules Committee on  
Games  
National Recreation Association  
315 Fourth Avenue  
New York 10, N. Y.

***Yachting***

North American Yacht Racing  
Union  
33 West 44th Street  
New York, N. Y.



## *Bibliography* ~

From the vast number of publications that deal with sports, the following titles have been selected as representative and most applicable to community sports programs. Many of the publications listed contain comprehensive bibliographies that suggest additional reference sources to teachers, students and community sports leaders.

### I. General

The titles listed in this section contain material related to subjects treated in two or more parts of this volume and are general sources of information on the problem of sports.

Athletic Institute, The, Chicago. Has issued a series of mimeographed bulletins on sports, dealing with promotion, leadership, administration, officiating and coaching methods.

Damkroger, Ernest L. *Recreation Through Competition: A Handbook for Co-ordinating Community Sports Programs*. Association Press, New York, 1947.

Forsythe, Charles E. *The Administration of High School Athletics*. Prentice-Hall, Inc., New York, 1939.

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Haniford, George W.; Hagman, E. Patricia and Eastwood, Floyd R. *Selected Source Material in Industrial and General Recreation*. Purdue University, Lafayette, Indiana, 1944.

Hughes, William L. and Williams, Jesse F. *Sports: Their Organization and Administration*. A. S. Barnes and Company, New York, 1944.



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*Official NCAA Boxing Guide*  
*Official USVBA Volley Ball Guide*

#### THE NATIONAL SECTION ON WOMEN'S ATHLETICS

- Official Basketball Guide*  
*Official Winter Sports and Outing Activities Guide*  
*Official Soccer—Speedball Guide*  
*Official Aquatics Guide*  
*Official Tennis—Badminton Guide*  
*Official Softball—Volley Ball Guide*  
*Official Individual Sports Guide*  
*Official Field Hockey—Lacrosse Guide*  
*Official Recreational Games, Bowling, Track and Field Guide*



## THE NATIONAL FEDERATION OF STATE HIGH SCHOOL ATHLETIC ASSOCIATIONS

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